



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640 ♦ 989.837.3300 * 989.837.2717 Fax ♦ www.cityofmidlandmi.gov

REGULAR MEETING OF THE MIDLAND CITY COUNCIL
City Hall, 333 W. Ellsworth Street

July 25, 2016

7:00 PM

AGENDA

CALL TO ORDER - Maureen Donker, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL - Thomas W. Adams
Steve Arnosky
Diane Brown Wilhelm
Maureen Donker
Marty A. Wazbinski

CONSIDERATION OF ADOPTING CONSENT AGENDA ITEMS:

All resolutions marked with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate consideration of these items unless a Council member or citizen so requests during the discussion stage of the "Motion to adopt the Consent Agenda as indicated." If there is even a single request the item will be removed from the consent agenda without further motion and considered in its listed sequence in regular fashion.

APPROVAL OF MINUTES:

1. * Approve minutes of the July 18 regular City Council meeting. TISDALE

PROCLAMATIONS, AWARDS, RECOGNITIONS, PRESENTATIONS:

PUBLIC HEARINGS:

2. Zoning Text Amendment No. 158 - to amend the City of Midland Zoning Ordinance to amend Article 8 of the Zoning Ordinance being the sign regulations for the Center City Overlay (CCO) District (tabled from the July 18 meeting).
KAYE

PUBLIC COMMENTS, IF ANY, BEFORE CITY COUNCIL. This is an opportunity for people to address the City Council on issues that are relevant to Council business but are not on the agenda.

ORDINANCE AMENDMENTS:

RESOLUTIONS:

- [3.](#) Adopting the City of Midland Capital Improvement Plan 2016-2022. KAYE
- [4.](#) Adopting the City of Midland Public Participation Plan. KAYE
- [5.](#) Accepting the gift of a pavilion in Central Park. MURPHY

Considering purchases and contracts:

- [6.](#) * Brush Chipper - Public Services. MURPHY

Setting a public hearing:

- [7.](#) * 2016-17 Budget Amendment to the Housing Fund for the Building Trades Project (8/15). KAYE

NEW BUSINESS:

TO CONTACT THE CITY WITH QUESTIONS OR FOR ADDITIONAL INFORMATION:

Citizen Comment Line:	837-3400
City of Midland website address:	www.cityofmidlandmi.gov
City of Midland email address:	cityhall@midland-mi.org
Government Information Center:	located near the reference desk at the Grace A. Dow Memorial Library

Backup material for agenda item:

1. * Approve minutes of the July 18 regular City Council meeting. TISDALE

July 18, 2016

A regular meeting of the City Council was held on Monday, July 18, 2016, at 7:00 p.m. in the Council Chambers of City Hall. Mayor Donker presided. The Pledge of Allegiance to the Flag was recited in unison.

Councilmen present: Thomas Adams, Steve Arnosky, Maureen Donker, Marty Wazbinski
Councilmen absent: Diane Brown Wilhelm

MINUTES

Approval of the minutes of the June 27, 2016 regular meeting was offered by Councilman Adams and seconded by Councilman Wazbinski. (Motion ADOPTED.)

AMERICA IN BLOOM DAY

Director of Public Services Karen Murphy presented information on the America in Bloom Program and introduced Gina Pederson, Committee Chair for the America in Bloom Group. The following resolution was then offered by Councilman Arnosky and seconded by Councilman Adams:

RESOLVED, that the Mayor is authorized to issue the attached proclamation designating Thursday, July 21, 2016, as America in Bloom Day in the City of Midland. (Motion ADOPTED.) Mayor Donker presented Gina Pederson with the proclamation.

DOWNTOWN MIDLAND STREETSCAPE REDEVELOPMENT PLAN UPDATE

Community Affairs Director Selina Tisdale introduced Bob Doyle of SmithGroupJJR who provided an update on the Downtown Midland Streetscape Redevelopment, process and preliminary draft. Ann Ward, 5712 Windy Gyle, part owner of Imagine That!, commented on the streetscape redesign project. Chelsea Rowley, Michigan Baseball Foundation – Momentum Midland Initiative, commented on the streetscape redevelopment.

ZONING PETITION NO. 607

Assistant City Manager for Development Services Brad Kaye presented information on Zoning Petition No. 607 – rezoning property at 204 Commerce Drive from Residential A-2 Single-Family Residential zoning to Residential A-4 One and Two-Family Residential zoning. A public hearing opened at 8:22 p.m. Mark Wahl, 1397 Linwood Road, Linwood, commented on the rezoning. The hearing closed at 8:24 p.m. The following ordinance amendment was then offered by Councilman Wazbinski and seconded by Councilman Arnosky:

ORDINANCE NO. 1789

AN ORDINANCE TO AMEND ORDINANCE NO. 1585, BEING AN ORDINANCE TO REGULATE AND RESTRICT THE LOCATION OF TRADES AND INDUSTRIES AND THE LOCATION OF BUILDINGS DESIGNED FOR SPECIFIC USES, TO REGULATE AND LIMIT THE HEIGHT AND BULK OF BUILDINGS HEREFTER ERECTED OR ALTERED, TO REGULATE AND DETERMINE THE AREA OF YARDS, COURTS, AND OTHER OPEN SPACES SURROUNDING BUILDINGS, TO REGULATE AND LIMIT THE DENSITY OF POPULATION, AND FOR SAID PURPOSES, TO DIVIDE THE CITY INTO DISTRICTS AND PRESCRIBE PENALTIES FOR THE VIOLATION OF ITS PROVISIONS BY AMENDING THE ZONING MAP TO PROVIDE A RESIDENTIAL A-4 ONE AND TWO-FAMILY RESIDENTIAL ZONING DISTRICT WHERE A RESIDENTIAL A-2 SINGLE-FAMILY ZONING DISTRICT PRESENTLY EXISTS.

The City of Midland Ordains:

Section 1. That the Zoning Map of Ordinance No. 1585, being the Zoning Ordinance of the City of Midland, is hereby amended as follows:

PART OF THE SOUTH ½ OF THE NORTHWEST FRACTIONAL ¼ OF SECTION 1, T14N-R2E, CITY OF MIDLAND, MIDLAND COUNTY, MICHIGAN BEING FURTHER

DESCRIBED AS BEGINNING AT THE WEST ¼ CORNER OF SAID SECTION 1; THENCE N 00D 00M 46S W 650.00 FEET ALONG THE WEST LINE OF SAID SECTION; THENCE S 89D 59M 33S E 900.00 FEET PARALLEL WITH THE EAST-WEST ¼ LINE OF SAID SECTION 1; THENCE S 00D 00M 46S E 650.00 FEET TO SAID EAST-WEST ¼ LINE; THENCE N 89D 59M 33S W 900.00 FEET ALONG SAID ¼ LINE TO THE POINT OF BEGINNING, CONTAINING 13.43 ACRES, MORE OR LESS, AND SUBJECT TO ANY AND ALL EASEMENTS AND OR RIGHTS-OF-WAY WHETHER USED, IMPLIED OR OF RECORD.

Be, and the same is hereby changed to Residential A-4 One and Two-Family Residential zoning.

Section 2. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. This Ordinance shall take effect upon publication. (Ordinance ADOPTED.)

ZONING TEXT AMENDMENT NO. 158 - TABLED

Assistant City Manager for Development Services Brad Kaye presented information on Zoning Text Amendment No. 158 – to amend Section 8.09 of the Zoning Ordinance being the sign regulations for the Center City Overlay (CCO) District. A public hearing opened at 8:38 p.m., recognizing no public comments, the hearing closed at 8:38 p.m. After a council discussion the following resolution was offered by Councilman Arnosky and seconded by Councilman Adams:

WHEREAS, City Council conducted a public hearing on July 18, 2016 on Zoning Text Amendment No. 158 – Article 8 Signs; and

WHEREAS, City Council requested clarification on the Zoning Text Amendment as submitted; now therefore

RESOLVED, that the City Council hereby tables action on Zoning Text Amendment No. 158 – Article 8 Signs until Monday, July 25, 2016. (Motion ADOPTED.)

PUBLIC COMMENTS

No public comments were made.

ORDINANCE AMENDMENT – WEEDS

Department of Public Services Director Karen Murphy presented information on an ordinance amending Section 26-1 of Article I of Chapter 26 – Weeds. Introduction and first reading of the following ordinance amendment was then offered by Councilman Wazbinski and seconded by Councilman Arnosky:

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF MIDLAND, MICHIGAN, BY AMENDING SECTION 26-1, ARTICLE I OF CHAPTER 26.

The City of Midland Ordains:

Section 1. Section 26-1 is hereby amended to read as follows:

Sec. 26-1. Unlawful to permit growth of noxious, poisonous or injurious weeds.

It shall be unlawful for the owner or occupant or any person or persons, agent, firm or corporation having control or management of any lot, place or parcel of land within the city to permit or allow the presence thereon, or on any portion thereof, of noxious weeds of any kind, including Canada thistle (*Cirsium arvense*), ~~dodders (any species of Cuscuta)~~, mustards (charlock, black mustard and Indian mustard, species of *Brassica* or *Sinapis*), wild carrot (*Daucus carota*), bindweed (*Convolvulus arvensis*), hoary alyssum (*Berteroa incana*), ragweed (*Ambrosia elatior*) and poison ivy (*Rhus radicans*), poison sumac (*Rhus vernix*), ~~hitchhiker or devils pitchfork (Bidens species)~~, sow thistle (*Sonchus* species), climbing nightshade or European bittersweet (*Solanum dulcamara*), ~~goldenrod~~, **GARLIC MUSTARD (*ALLIARIA PETIOLATA*)**, **PHRAGMITES (*PHRAGMITES AUSTRALIS*)**, **CROWN VETCH (*CORONILLA VARIA*)**, **PURPLE LOOSESTRIFE (*LYTHRUM SALICARIA*)**, **GIANT HOGWEED (*HERACLEAUM MANTEGAZZIANUM*)**, **WILD PARSNIP (*PASTINACA SATIVA*)**, **SPOTTED**

JAPWEED (CENTAUREA MACULOSA), JAPANESE KNOTWEED (FALLOPIA JAPONICA), GIANT KNOTWEED (FALLOPIA SACHALINENSIS), AUTUMN OLIVE (ELAEOAGNUS UMBELLATA), GLOSSY BUCKTHORN (RHAMNUS FRANGULA), COMMON BUCKTHORN (RHAMNUS CATHARTICA) or any other varieties, species or plants designated by the city forester as poisonous or injurious. The presence of such weeds upon any lot or parcel of land within the city limits is hereby declared to be a public nuisance.

(Ord. No. 1014, § 2, 2-22-82)

Section 2. This Ordinance shall take effect upon publication. (Motion ADOPTED. Considered first reading.)

SITE PLAN NO. 350

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, the City Council has received the recommendation of the city Planning Commission for approval of Site Plan No. 350, the request of Primrose Retirement Communities, LLC for site plan review and approval for a 118,416 square foot retirement community, located at 5900 Waldo Avenue; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 350 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 350, contingent upon the following:

1. Department.
2. A final soil and sedimentation control plan must be approved by the City Building Department.
3. Public water utility easement documents shall be submitted for review and approval by the City Engineering Department and the City Attorney, and executed and recorded at the Midland County Register of Deeds upon approval.
4. A private stormwater easement through the abutting parcel shall be submitted for review and approval by the City Engineering and City Planning Departments, and executed and recorded at the Midland County Register of Deeds upon approval.

(Motion ADOPTED.)

SITE PLAN NO. 351

Assistant City Manager for Development Services Brad Kaye presented information on Site Plan No. 351 – Fred Eddy Jr. for improvements to both Dow Gardens and Whiting Forest, located at 2303 Eastman Avenue. The following resolution was then offered by Councilman Wazbinski and seconded by Councilman Adams:

WHEREAS, the City Council has received the recommendation of the city Planning Commission for approval of Site Plan No. 351, the request of Fred Eddy, Jr. for site plan review and approval for improvements at both Dow Gardens and Whiting Forest, located at 2303 Eastman Avenue; and

WHEREAS, the City Council has reviewed the proposed Site Plan No. 351 in accord with the provisions set forth in Sections 27.02(A) and 27.06(A) of the Zoning Ordinance of the City of Midland; now therefore

RESOLVED, that the City Council does hereby approve Site Plan No. 351, contingent upon the following:

1. A final stormwater management permit must be approved by the City Engineering Department.
2. A final soil and sedimentation control plan must be approved by the City Building Department.
3. Final approval from the Michigan Department of Transportation for the driveway modifications.

4. A license agreement for the pedestrian bridge access to the Grace A. Dow Memorial Library property to the satisfaction of the City Library Director, City Engineer and the City Attorney.
5. A license agreement for the pedestrian bridge access to Dow Gardens over St. Andrews Road to the satisfaction of the City Engineer and the City Attorney.
6. A license agreement for the creek bank restoration activity to take place on the City-owned property to the satisfaction of the City Engineer and the City Attorney.
7. Final approval from the Michigan Department of Environmental Quality for work conducted in the floodplain.

(Motion ADOPTED.)

DART TRANSPORTATION COORDINATOR & FINANCIAL ASSISTANCE

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), the City of Midland provides a local transportation program for the state fiscal year 2017 and, therefore, it is necessary to apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the City of Midland to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators for Dial-A-Ride have been reviewed and approved by the City of Midland staff; and

WHEREAS, staff has submitted to the State of Michigan a proposed balanced budget of approximately \$2,211,757 for Dial-A-Ride operations in FY2017 with the intent to apply for an estimated \$781,974 in state operating assistance funds; an estimated \$559,621 in federal 49 USC 5307 operating assistance funds; an estimated \$105,380 from fare box fees; an estimated \$31,648 in federal 5303 planning funds; and an estimated \$733,134 in local general fund support to balance the budget for state fiscal year 2017; now therefore

RESOLVED, that the City Manager is hereby named as Transportation Coordinator for all public transportation matters; and

RESOLVED FURTHER, that the City of Midland hereby makes its intentions known to provide public transportation services and to apply for state and federal financial assistance in accordance with Act 51 and the City Clerk is hereby directed to provide a certified copy of the resolution for submittal to the Michigan Department of Transportation as part of the annual budget application packet. (Motion ADOPTED.)

PLANNING COMMISSION – STAMAS APPOINTMENT

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

RESOLVED, that Tony Stamas is hereby appointed as a citizen-at-large member of the Planning Commission for an unexpired term ending June 30, 2019. (Motion ADOPTED.)

MIDLAND RALLY FOR GUN CONTROL EVENT

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

RESOLVED, that the request from Joe Saba seeking permission to conduct the Midland Rally for Gun Control in the grassy area between the H Hotel and the Tridge on Sunday, August 7, 2016, utilizing the public right-of-way, is hereby approved subject to the following conditions:

- The responsible party and contact number for the event date is Joe Saba, 989-708-8907.
- Provide special event liability insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as Additional Insured. The certificate must be submitted to the City Engineer's Office no less than one week prior to the event. You may fax it to 989-837-5708.
- Provide copy of driver's license to City Engineer one week prior to event.
- Midland police will patrol the area during the event.
- The attached map indicates your approved location.

; and

RESOLVED FURTHER, that the Administrative Staff is hereby authorized to approve future requests for the event provided it is conducted in substantially the same manner. (Motion ADOPTED.)

WOW SERIES CONCERT KICK-OFF

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

RESOLVED, that the request from the Midland Center for the Arts to hold the WOW Series Concert Kick-Off, a free outdoor concert, in the grassy area between the H Hotel and the Tridge on Friday, August 12, 2016, utilizing the public right-of-way and amplified sound, is hereby approved subject to the following conditions:

- The responsible party and contact number for the event date is Heath Hetherington, 989-631-5930, ext. 1280.
- A Certificate of Liability Insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as Additional Insured must be submitted to the City Engineer's Office no less than one week prior to the event. You may fax it to 989-837-5708.
- The City stage is already reserved and not available on this date. You may set a stage the day before, on Thursday, August 11, 2016.
- Organizer must have the area completely cleared out by late Friday night as the Farmers Market is in session the next morning and they arrive about 4:00 a.m.
- The Gus Macker tournament is this weekend and there will be some street closures downtown for their set-up.
- Organizer is allowed to furnish portable toilets. They must be removed Saturday morning.

; and

RESOLVED FURTHER, that the Administrative Staff is hereby authorized to approve future requests for the event provided it is conducted in substantially the same manner. (Motion ADOPTED.)

MEMBERS FIRST CREDIT UNION 80TH BIRTHDAY PARTY CELEBRATION

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

RESOLVED, that the request from Members First Credit Union to conduct an 80th birthday celebration to be held on Saturday, September 10, 2016 in Chippewassee Park including a beer tent and amplified sound, is hereby approved subject to the following conditions:

- The responsible party and contact number for the event date is Rachel Finney, 855-835-6328.
- A Certificate of Liability Insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 aggregate, with the City of Midland named as Additional Insured must be submitted to the City Engineer's Office no less than one week prior to the event. You may fax it to 989-837-5708.

- A tent permit is required. Contact Fire Marshal Josh Mosher at 989-837-3413.
- Please note, there is another event already booked in the Chippewassee Park pavilion on this date and that group is aware of this event. You are required to make contact with the responsible party for that event, Khara St. Croix at 248-396-5163, and coordinate.
- The City stage and picnic tables are already booked on this date for other community events and will not be available for use. Public Services can provide additional trash receptacles.
- Set-up should be off from Golfside Drive as the Farmers Market is operating.
- Midland Police will provide extra patrol during this event.

; and

RESOLVED FURTHER, that the Administrative Staff is hereby authorized to approve future requests for the event provided it is conducted in substantially the same manner. (Motion ADOPTED.)

RIVERSIDE PLACE OUTDOOR PATIO AND PERGOLA

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, sealed proposals were advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for an outdoor patio and pergola at Riverside Place, Bid No. 3788; and

WHEREAS, sufficient funds are included in account # 537.8110.95.099, Miscellaneous Special Projects of the approved 2016/17 Riverside Place budget; now therefore

RESOLVED, that the low sealed proposal meeting City specifications submitted by KJP Sales, Inc. of Midland, Michigan for an outdoor patio and pergola at Riverside Place in their Response for Bid No. 3788 is hereby accepted; and

RESOLVED FURTHER, that the Senior Procurement Accountant is authorized to issue a purchase order for \$25,662.00 in accord with this resolution and City specifications; and

RESOLVED FURTHER, that the Mayor and City Clerk are authorized to execute any associated documents in accordance with the proposal and City of Midland specifications once prepared by and/or approved by the City Attorney; and

RESOLVED FURTHER, that the City Manager is authorized to approve change orders in an aggregate amount not to exceed \$5,000.00. (Motion ADOPTED.)

2016 CRANE COURT RECONSTRUCTION & WATER MAIN

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for street reconstruction and water main replacement of Crane Court from Eastman Avenue to the end of court; and

WHEREAS, funding for this project is provided by the Local Street Fund and the Water Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Crawford Contracting, Inc. of Mt. Pleasant, Michigan, for the "2016 Crane Court Reconstruction & Water Main; Contract No. 14", in the indicated amount of \$222,604.60, based upon City estimated quantities is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$20,000.00. (Motion ADOPTED.)

6 JEROME STREET RECONSTRUCTION

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, sealed proposals have been advertised and received in accord with Article II of Chapter 2 of the Midland Code of Ordinances for street reconstruction of Jerome Street from Pine Street to Carpenter Street; and

WHEREAS, funding for this project is provided by the Local Street Fund; now therefore

RESOLVED, that the low sealed proposal submitted by Pat's Gradall Service of Midland, Michigan, for the "2016 Jerome Street Reconstruction; Contract No. 12", in the indicated amount of \$210,069.50, based upon City estimated quantities is hereby accepted and the Mayor and the City Clerk are authorized to execute a contract therefore in accord with the proposal and the City's specifications; and

RESOLVED FURTHER, that the City Manager has the authority to approve change orders modifying or altering this contract in an aggregate amount not to exceed \$20,000.00. (Motion ADOPTED.)

BARSTOW AIRPORT – SOUTHEAST APRON RECONSTRUCTION & EXPANSION DESIGN

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, a design services agreement has been submitted to the City of Midland by Mead & Hunt, Inc. for work related to the design of asphalt apron repairs at Jack Barstow Municipal Airport; and

WHEREAS, the City of Midland supports having said design services rendered at an estimated City cost share of \$4,444.31; now therefore

RESOLVED, that the City Council hereby approves the proposed design services agreement with Mead & Hunt, Inc. of Lansing, Michigan, and authorizes the Mayor and City Clerk to execute the agreement on behalf of the City of Midland; and

RESOLVED FURTHER, the City of Midland approval is based on funding through a state and federal grant whereas the City cost share for all phases of this project is 5% in accordance with Federal, State, and local cost sharing formulas. (Motion ADOPTED.)

UNLEADED FUEL PURCHASE

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, City Council adopted a resolution on December 17, 2007 that allows for the purchase of full tankers of unleaded gasoline and diesel fuel exceeding \$20,000, and seek approval for the purchase at the next City Council meeting; and

WHEREAS, City Council reviewed the process on December 21, 2009 and decided to continue as it still provides a significant cost savings to the City; and

WHEREAS, the volatility of the fuel market does not allow for staff to follow the usual sealed bid process for purchases exceeding \$20,000; and

WHEREAS, staff instead uses a competitive bid process whereby fuel vendors fax in prices that are valid for a particular day with the bid awarded to the lowest priced vendor; now therefore

RESOLVED, that the requirements for sealed proposals for the purchase of fuel are waived due to the volatility of the fuel market; and

RESOLVED FURTHER, that the purchase of 13,401 gallons of E10 ethanol blend unleaded fuel from Paxson Oil of Saginaw, Michigan for \$21,413.46 executed by the Senior Procurement Accountant on July 6, 2016, is hereby approved. (Motion ADOPTED.)

LEASE AGREEMENT – PLACEMENT OF COMMUNICATIONS TOWER FACILITY

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, in 2015 Skyway Towers, LLC, of Tampa, Florida, approached the City of Midland about erecting a Communications Tower Facility on property located at the City's Landfill; and WHEREAS, Skyway's representative, Telecad Wireless of Hixson, Tennessee has worked with the City Attorney, Planning, and Utilities to work out the details, the site will be minimally invasive to the City of Midland and its citizens, and the Landfill will benefit financially for allowing this access; and

WHEREAS, the initial term of the agreement will be five years at a revenue to the City of \$9,600.00 per year, with the tenant having rights to five successive five-year extensions where each renewal includes an increase of five percent (5%) from the rent during the previous term; now therefore

RESOLVED, that authorization is hereby given to the Mayor and City Clerk to execute a lease agreement, subject to document approval by the City Attorney, with Skyway Towers, LLC for the leasing and placement of a Communications Tower Facility on vacant property at the north end of the City's Landfill, contingent on Skyway meeting all planning, zoning, and building requirements, as a height variance, site plan approval, and construction permits will all be required to erect the tower, with the indicated first year annual rental rate of \$9,600.00. (Motion ADOPTED.)

ULTRAVIOLET LIGHT DISINFECTION FEASIBILITY STUDY - WWTP

Utilities Director Joe Sova presented information on engineering services for an Ultraviolet Light Disinfection Feasibility Study for the Wastewater Treatment Plant. The following resolution was then offered by Councilman Arnosky and seconded by Councilman Adams:

WHEREAS, the Wastewater Division is looking to have a feasibility study conducted to determine whether to replace the existing chlorine disinfection process with an ultraviolet (UV) disinfection process; and

WHEREAS, after an extensive process to select the most qualified consulting engineering firm to evaluate the UV system and components, Moore & Bruggink, Inc. of Grand Rapids was given the highest overall rating by Wastewater Division staff; and

WHEREAS, Moore & Bruggink has submitted an engineering design study proposal for the replacement of the existing chlorination disinfection system, in the amount of \$24,000.00; and

WHEREAS, funding for this study has been budgeted in the 2017 Wastewater Enterprise Fund Capital Project #590.9010.97.002; and

WHEREAS, Section 2-19 of the Code of Ordinances states that sealed proposals are not required for contracts for professional services such as those offered by M & B; now therefore

RESOLVED, that the City Council authorizes a purchase order not to exceed \$24,000.00 to Mocre & Bruggink, Inc. of Grand Rapids for engineering services related to a feasibility study to replace the existing chlorine disinfection system with ultraviolet system components at the Wastewater Treatment Plant; and

RESOLVED FURTHER, that the City Manager is authorized to approve changes to the purchase order in an aggregate amount not to exceed \$5,000.00. (Motion ADOPTED.)

JANITORIAL SERVICES AGREEMENT – WATER PLANT

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, the Water Treatment Plant (WTP) has over 100,000 square feet of floor space that is cleaned and maintained, including open and treatment areas of the plant, office spaces, the laboratory, shop area, locker rooms, and restrooms; and

WHEREAS, for the past 22 years WTP staff has been pleased with the reliability, commitment, and cost-effective service that the Arnold Center of Midland special needs employees have provided, and would like to continue that business relationship; and
WHEREAS, the new rate requested has increased approximately 3% from last year at \$2,771.05 per month, for a total annual cost of \$33,252.60; and
WHEREAS, the service contract between the City and the Arnold Center has been approved by the City Attorney as to form; and
WHEREAS, funds are available for said purpose in the 2016/17 Water Fund account #591.8272.93.004 – Janitorial Service; now therefore
RESOLVED, that the Mayor and City Clerk are hereby authorized to execute the service agreement with the Arnold Center of Midland for janitorial services at the City of Midland Water Treatment Plant, with a total annual amount not to exceed \$33,252.60. (Motion ADOPTED.)

WATER SERVICE FITTINGS – INVENTORY PURCHASES

The following resolution was offered by Councilman Adams and seconded by Councilman Wazbinski:

WHEREAS, the City's Water Division repairs water mains, installs new services, and replaces corroded bolts and fittings throughout the distribution system, and as many of these items require immediate attention when discovered, it is necessary to have an inventory of fittings and parts available; and
WHEREAS, sealed bids for Bid No. 3784 Water Service Fittings, have been advertised and received in accord with Section 2-18 of the Midland Code of Ordinances; and
WHEREAS, the low bid submitted by Michigan Meter Technology Group was incomplete, therefore eliminating it from consideration; and
WHEREAS, staff considers the compliant total low bid received from ETNA Supply of Grand Rapids to be acceptable, and recommends award for inventory purchases of water service fittings; and
WHEREAS, the purchases will be made from Water Enterprise Fund Inventory Account #591.13.031; now therefore
RESOLVED, that a purchase order is hereby authorized to ETNA Supply of Grand Rapids in an amount not to exceed \$23,548.30; and
RESOLVED FURTHER, that the City Manager is hereby authorized to approve change orders in an aggregate amount not to exceed \$5,000.00. (Motion ADOPTED.)

Being no further business the meeting adjourned at 9:30 p.m.

Selina Tisdale, City Clerk

Backup material for agenda item:

2. Zoning Text Amendment No. 158 - to amend the City of Midland Zoning Ordinance to amend Article 8 of the Zoning Ordinance being the sign regulations for the Center City Overlay (CCO) District (tabled from the July 18 meeting).
KAYE

**SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of 7-25-16**

SUBJECT: Zoning Text Amendment No. 158

PETITIONER: City of Midland

PLANNING COMMISSION ACTION: Recommendation of approval.

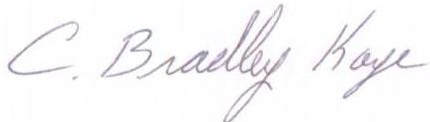
SUMMARY: ACTION TO AMEND THE CITY OF MIDLAND ZONING ORDINANCE TO AMEND ARTICLE 8 OF THE ZONING ORDINANCE BEING THE SIGN REGULATIONS FOR THE CENTER CITY OVERLAY (CCO) DISTRICT.

ITEMS ATTACHED AND PREVIOUSLY TRANSMITTED:

1. Letter to City Manager setting forth Planning Commission action.
2. Ordinance for City Council Action.
3. Article 8 Signs.
4. Staff Report of June 8, 2016. (See packet from June 27, 2016.)
5. Planning Commission minutes of June 14, 2016. (See packet from June 27, 2016.)
6. Center City Overlay District map.

CITY COUNCIL ACTION:

1. Public hearing is required. Date: July 18, 2016.
2. 3/5 vote required.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/djm

7-20-16



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July 20, 2016

Jon Lynch, City Manager
City Hall - 333 West Ellsworth Street
Midland, Michigan

Dear Mr. Lynch:

At its meeting on Monday, July 18, 2016, City Council held a public hearing regarding proposed Zoning Text Amendment No.158 to amend the City of Midland Zoning Ordinance sign regulations for the Center City Overlay (CCO) district. At that time, a question arose regarding the wording of the ordinance that was unable to be answered immediately by staff. A decision on the proposed amendment was therefore tabled to the July 25, 2016 City Council agenda.

A full review of the proposed text amendment and the adopting resolution was completed by staff following the City Council meeting. From this review, it was determined that the actual text amendment itself was complete and accurate. No change to the ordinance text was therefore required.

During that same review, it was determined that the introductory language to the ordinance contained an improper reference. Specifically, the original presentation of the ordinance referred to amending Section 8.09 being the sign regulations for the Center City Overlay District. Instead of referencing Section 8.09, the proper reference should have been to Article 8. This minor correction has been made and is included in the documents attached hereto.

Regarding the amendment itself, changes are proposed as follows:

- | | | |
|-----------|---------------|--|
| Page 8-6 | Table 8.1 | CCO and reference to footnote (k) added to banner signs |
| Page 8-7 | Footnote (k) | Footnote (k) added regulating that banner signs in the Center City Overlay are limited to not more than 4 per calendar year and for a period not to exceed 120 total days per year |
| Page 8-17 | Section H.5.a | Subsection 'a' amended to prescribe that sandwich board signs in the Center City Overlay district are not permitted to exceed 12 square feet in size |
| Page 8.17 | Section H.c | Subsection 'c' amended to prescribe that sandwich board signs in the Center City Overlay district are limited to a maximum of 1 per entrance, with the total of all sandwich signs limited to a maximum of 12 square feet per establishment. |

With the corrected reference noted above, Zoning Text Amendment No. 158 is again presented for City Council adoption. A revised resolution, authorizing the proposed zoning text amendment, is attached for City Council consideration.

Respectfully,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/djm

LETTER OF TRANSMITTAL – ZTA No. 158

ORDINANCE NO. _____

AN ORDINANCE TO AMEND ORDINANCE NO. 1585, BEING AN ORDINANCE TO REGULATE AND RESTRICT THE LOCATION OF TRADES AND INDUSTRIES AND THE LOCATION OF BUILDINGS DESIGNED FOR SPECIFIC USES, TO REGULATE AND LIMIT THE HEIGHT AND BULK OF BUILDINGS HEREAFTER ERECTED OR ALTERED, TO REGULATE AND DETERMINE THE AREA OF YARDS, COURTS, AND OTHER OPEN SPACES SURROUNDING BUILDINGS, TO REGULATE AND LIMIT THE DENSITY OF POPULATION, AND FOR SAID PURPOSES, TO DIVIDE THE CITY INTO DISTRICTS AND PRESCRIBE PENALTIES FOR THE VIOLATION OF ITS PROVISIONS BY AMENDING THE ZONING ORDINANCE TO AMEND ARTICLE 8 BEING THE SIGN REGULATIONS FOR THE CENTER CITY OVERLAY DISTRICT.

The City of Midland Ordains:

Section 1. That Ordinance No. 1585, being the Zoning Ordinance of the City of Midland, is hereby amended as follows:

See attached

Section 2. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. This Ordinance shall take effect upon publication.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, July 25, 2016.

Selina Tisdale, City Clerk

ARTICLE 8.00

SIGNS

Section 8.01 -- PURPOSE

The purpose of these sign regulations is to establish requirements for signs and other displays that are needed for identification or advertising, subject to the following objectives:

1. **Safety.** The requirements with regard to placement, installation, maintenance, size and location of signs are intended to minimize distractions to motorists, maintain unobstructed vision for motorists, protect pedestrians, and otherwise minimize any threat to public health or safety.
2. **Aesthetics.** Signs should enhance the aesthetic appeal of the City. Thus, these regulations are intended to: 1) regulate signs that are out-of-scale with surrounding buildings and structures, 2) prevent an excessive accumulation of signs, and 3) encourage signs that enhance the appearance and value of the business districts.
3. **Equal protection and fairness.** These regulations are designed to be fair to each property owner by establishing uniform standards that provide adequate exposure to the public for all property owners.
4. **Land use planning objectives.** The placement and design of signs should further the land use planning objectives of the City, and protect neighborhood character and the value of surrounding properties.

Section 8.02 -- SCOPE OF REQUIREMENTS

No sign may be erected, relocated, enlarged, structurally changed, painted, or altered in the City unless in conformance with the standards and procedures set forth in this Article, including the issuance of a permit except as otherwise provided herein.

Section 8.03 -- ENFORCEMENT

A. Plans, Specifications, and Permits

1. Permits

It shall be unlawful for any person to erect, alter, relocate, enlarge, or structurally change a sign or other advertising structure, unless specifically exempted by these regulations, without first obtaining a permit in accordance with the provisions set forth herein. A permit shall require payment of a fee, as established in Section 21.29 of the Code of Ordinances of the City of Midland.

2. Applications

Application for a sign permit shall be made upon forms provided by the Building Department. The following information shall be required:

- a. Name, address, and telephone number of the applicant.
- b. Location of the building, structure, or lot on which the sign is to be attached or erected.
- c. Position of the sign in relation to nearby buildings, structures, and property lines.

- d. Plans and specifications showing the dimensions, materials, method of construction, and attachment to the building or in the ground.
- e. Copies of stress sheets and calculations, as required by the Building Code.
- f. Name and address of the person, firm, or corporation owning, erecting, and/or maintaining the sign.
- g. Location and square footage areas of all existing signs on the same premises.
- h. Information concerning required electrical connections.
- i. Insurance policy or bond, as required in this Article.
- j. Written consent of the owner and/or lessee of the premises upon which the sign is to be erected.
- k. Other information required by the Building Official to make the determination that the sign is in compliance with all applicable laws and regulations.

3. **Review of Application**

a. Planning Commission Review

Sign proposals submitted in conjunction with the proposed construction of a new building or addition to an existing building that requires review by the Planning Commission shall be shown on the site plan.

b. Building Official Review

The Building Official shall review the sign permit application for any proposed sign.

c. Issuance of a Permit

A sign permit shall be approved if the application meets all of the standards of this Article or if a variance has been granted for the sign. Following review and approval of a sign application, the Building Official shall have the authority to issue a sign permit. A sign permit shall become null and void if the work for which the permit was issued has not been completed within a period of sixty (60) days after the date of the permit.

4. **Exceptions**

A new permit shall not be required for ordinary servicing, sign face replacement, repainting of an existing sign message, cleaning of a sign, or changing of the message on the sign where the sign is designed for such changes (such as lettering on a marquee). Furthermore, a permit shall not be required for certain exempt signs listed in Section 8.05, sub-section A. However, an electrical permit shall be required for all signs that make use of electricity.

B. Inspection and Maintenance

1. **Inspection of New Signs**

All signs for which a permit has been issued shall be inspected by the Building Official when erected. Approval shall be granted only if the sign has been constructed in compliance with the approved plans and applicable Zoning Ordinance and Building Code standards.

All signs requiring permits under this Ordinance shall have affixed to them an identification tag as provided by the sign contractor. Said identification tag will be affixed by the City to indicate compliance with the provisions of this Article. It shall be the responsibility of the owner of a sign to see that said identification tag is replaced, should it be removed for any reason.

In cases where fastenings or anchorages are to be eventually bricked in or otherwise enclosed, the sign erector shall advise the Building Official when such fastenings are to be installed so that inspection may be completed before enclosure.

2. Inspection of Existing Signs

The Building Official shall have the authority to routinely enter onto property to inspect existing signs.

3. Maintenance

All signs shall be maintained at all times in a safe and secure manner. Exposed surfaces shall be cleaned and painted as necessary. Broken and defective parts shall be repaired or replaced.

4. Correction of Violations

- a. If the Building Official finds that any sign is in violation of this ordinance, the official shall notify one or more of the responsible persons to correct the violations by repair, removal or other action, within a timetable established by the official.
- b. The notice provided in Subsection (a) may be accompanied or followed by a written order, sent to the responsible persons, requiring correction of violations by repair, removal or other action within thirty (30) days. Where there is imminent danger to public safety, immediate removal or action may be required.
- c. For purposes of this Section, responsible persons include the owner(s) of the building, structure or premises upon which the sign is located.

C. Removal of Obsolete Signs

Any sign that identifies a business that is no longer in operation, or that identifies an activity or event that has already occurred, or a product that is no longer made, shall be considered abandoned and shall be removed by the owner, agent, or person having use of the building or structure. Upon vacating a commercial or industrial establishment, the proprietor shall be responsible for removal of all signs used in conjunction with the business.

However, where a conforming sign structure and frame are typically reused by a current occupant in a leased or rented building, the building owner shall not be required to remove the sign structure and frame in the interim periods when the building is not occupied, provided that the sign structure and frame are maintained in good condition.

D. Nonconforming Signs

No nonconforming sign shall be altered, enlarged or reconstructed, unless the alteration or reconstruction is in compliance with Article 4.00 of the Zoning Ordinance, and the following regulations:

1. Repairs and Maintenance

Normal maintenance shall be permitted, provided that any nonconforming sign that is destroyed by any means to an extent greater than fifty percent (50%) of the sign's pre-catastrophe fair market value, exclusive of the foundation, shall not be reconstructed. Normal maintenance shall include painting of chipped or faded signs; replacement of faded or damaged surface panels; or, repair or replacement of electrical wiring or electrical devices.

2. Nonconforming Changeable Copy Signs

The sign face or message on a nonconforming changeable copy sign or nonconforming bulletin board sign may be changed provided that the change does not create any greater nonconformity.

3. Substitution

No nonconforming sign shall be replaced with another nonconforming sign. However, the panel containing the message may be replaced with a different message without affecting the legal nonconforming status of a sign, provided that the sign structure or frame is not altered.

E. Appeal to the Zoning Board of Appeals

Any party who has been refused a sign permit for a proposed sign or received a correction or removal order for an existing sign may file an appeal with the Zoning Board of Appeals, in accordance with Article 29.00 of the Zoning Ordinance.

F. Enforcement

Placards, posters, circulars, showbills, handbills, election signs, cards, leaflets or other advertising matter, except as otherwise provided herein, shall not be posted, pasted, nailed, placed, printed, stamped or in any way attached to any fence, wall, post, tree, sidewalk, pavement, platform, pole, tower, curbstone or surface in or upon any public easement, right-of-way or on any public property whatsoever. Nothing herein shall prevent official notices of the City, school districts, County, State or Federal Government from being posted on any public property deemed necessary.

All placards, posters, circulars, showbills, handbills, election signs, cards, leaflets or other advertising matter posted, pasted, nailed, placed, printed, stamped on any right-of-way or public property may be removed and disposed of by City enforcement officials without regard to other provisions of this Ordinance.

Section 8.04 -- GENERAL PROVISIONS**A. Permitted Exempt Signs**

A sign permit shall not be required for the following signs, which shall be permitted subject to applicable provisions herein:

1. Address numbers in compliance with Section 304.3 of the International Property Maintenance Code.
2. Nameplates identifying the occupants of the building, not to exceed two (2) square feet.
3. Public signs, including the authorized signs of a government body or public utility, including traffic signs, legal notices, railroad crossing signs, warnings of a hazard, and similar signs.
4. Flags bearing the official design of a nation, state, municipality, educational institution, or noncommercial organization.
5. Incidental signs, including home occupations complying with this ordinance, provided that total of all such signs shall not exceed two (2) square feet.
6. Portable real estate "open house" signs with an area no greater than three (3) square feet.
7. Real Estate signs, subject to the requirements in Section 8.05.
8. Construction signs, subject to the requirements in Section 8.05.
9. Plaques or signs designating a building as a historic structure, names of public and quasi-public buildings, churches, schools, dates of erection, monumental citations, commemorative tablets, and the like.
10. "No Trespassing," "No Hunting," and "No Dumping" signs, provided that no individual sign is greater than four (4) square feet in area.

11. Signs used to direct vehicular or pedestrian traffic to parking areas, loading areas, or to certain buildings or locations on the site, subject to the following conditions:
 - a. Directional signs shall not contain logos or other forms of advertising.
 - b. Individual directional signs shall not exceed six (6) square feet in area.
 - c. Directional signs may be located in any required setback area, but may not be located in a right-of-way.
 - d. Any sign not visible off the property.
12. Window signs.
13. Changing of advertising copy or message on an approved painted or printed sign or billboard or on a theatre marquee and similar approved signs which are specifically designed for the use of replaceable copy.
14. Painting, repainting, cleaning and other normal maintenance and repair of a sign or sign structure unless a structural change is made.

B. Prohibited Signs

The following signs are prohibited in all districts:

1. Any sign not expressly permitted.
2. Signs that incorporate flashing or moving lights or screens capable of displaying moving images that flash or move or otherwise change at intervals of less than six (6) seconds. These signs distract drivers and impact traffic safety.
3. Moving signs, including any sign which has any visible moving parts, visible revolving parts, visible mechanical movement, or other visible movement achieved by electrical, electronic, or mechanical means, including movement caused by normal wind current. These signs distract drivers and impact traffic safety.
4. Obsolete signs.
5. Signs affixed to a parked vehicle or truck trailer which is being used principally for advertising purposes rather than for transportation purposes.
6. Any sign which obstructs free access to or egress from a required door, window, fire escape, driveway or other required exit from a building or premises.
7. Any sign unlawfully installed, erected, enlarged, altered, moved or maintained.
8. Signs on street furniture including, but not limited to, signs on benches and trash receptacles.
9. Off-premise advertising signs.

C. Temporary Signs

Temporary signs shall be permitted as specified in Table 8.1:

1: TEMPORARY SIGN STANDARDS

Type of Sign	Districts Permitted	Type of Sign Permitted	Maximum Size	Maximum Height	Maximum Number Per Parcel	Permit Required	Required Setback	Permitted Duration [g]
Construction Sign	AG, RB, Office, Commercial, DNO, LCMR, Industrial	Ground or Wall	32 sq. ft.	15 ft.	1	No	[a]	From: issuance of Building Permit To: 14 days after occupancy.
	RA-1, RA-2, RA-3, RA-4	Ground or Wall	12 sq. ft.	3.5 ft.				
Real Estate - sale or lease of individual home or residential lot	Residential	Ground	12 sq. ft.	3.5 ft.	1[b]	No	[d]	Remove within 14 days of completion of sale or lease
Real Estate - sale or lease of individual business or vacant lot	Office, Commercial, LCMR, Industrial, DNO	Ground or Wall	32 sq. ft.	10 ft.	1[b]	No	[d]	Remove within 14 days of completion of sale or lease
Real Estate - sale or lease of unplatted vacant	All	Ground	32 sq. ft.	10 ft.	1[b]	No	[a]	Remove within 14 days of completion of sale land or lease
Real Estate Development Sign	All	Ground	32 sq. ft.	10 ft.	[c]	No	[a][f]	Remove after 75% of units or lots are built
Grand Opening Sign	Commercial	Ground or Wall	16 sq. ft.	10 ft.	1	Yes	[d]	30 days
Garage Sale Sign	Residential	Ground or Wall	6 sq. ft.	30"	--	No	[d]	4 consecutive days
Community Special Event Sign	All	[e]	[e]	[e]	[e]	Yes	[d]	Duration of the event
Election Sign	All	Ground or Wall	32 sq. ft.	5 ft.	[i]	No	[d]	Remove within 14 days of the election
Banner Signs	CC, CCO RC, LCMR, IA, IB	Plastic or Fabric	32 sq. ft.	15 ft.	1	Yes	[d]	30 days [k]
Real Estate Signs	[h]	Plastic or Fabric	32 sq. ft.	15 ft.	1[j]	No	[d]	[h]
Pennants	[h]	Plastic or Fabric	--	--	--	No	[d]	[h]
Personal Special Occasion Signs	Residential Districts	Per definition in Section 2.03	25 sq. ft.	8 ft.	1	No	[a]	5 consecutive days

- [a] The temporary sign shall be set back from any property or right-of-way line a distance equal to the height of the sign.
- [b] On a corner parcel two (2) signs, one (1) facing each street, shall be permitted.
- [c] Two (2) on-premise signs shall be permitted on private property within the development and shall not be located within five hundred (500) feet of one another.
- [d] The temporary garage sale signs may be located in the area between the curb or road edge and the property line (the outlawn). Signs located in the right of way.
 - 1. May not exceed 30" in height above the level of the crown of the road.
 - 2. Each sign must have the owner's name and address on it.
 - 3. Permission from the property owner must be obtained.
 - 4. Signs in the right of way must not obstruct vehicular or pedestrian traffic.
 - 5. Signs may be placed in the right of way from 8:00am Thursday until 8:00am Monday the week of the sale. Signs must be removed by 8:00am Monday.
- [e] Community special event signs may include banners or other devices advertising a public entertainment or event, if specially approved by the City Manager or his authorized representative.
- [f] Real estate development signs shall not be erected within fifty (50) feet of any occupied dwelling unit.
- [g] The Building Official may require a performance bond to assure proper removal of temporary signs upon expiration of the permitted duration.
- [h] Banners and pennants for the purpose of advertising real estate open houses and builders parade of homes are permitted in all districts but shall be limited to periods not to exceed seventy-two (72) consecutive hours, no more than four (4) times per calendar year. Banners and pennants for advertising special promotions and events are permitted in all nonresidential districts but shall be limited to periods not to exceed one hundred and sixty-eight consecutive hours, no more than four (4) times per calendar year.
- [i] Total sign area, in aggregate, shall not exceed 32 square feet for residentially zoned parcels.
- [j] All properties on corner lots may erect two (2) real estate signs.
- [k] The number of banner sign permits in the Center City Overlay District shall not exceed four (4) per calendar year, equating to one-hundred twenty (120) days, per parcel.

Section 8.05 -- SIGN DESIGN STANDARDS

A. Illumination

1. General Requirements

Signs shall be illuminated only by steady, stationary, shielded light sources directed solely at the sign, or internal to it.

2. Non-Glare, Shielded Lighting

Use of glaring undiffused lights or bulbs shall be prohibited. Lights shall be shaded so as not to project onto adjoining properties or streets. Signs that incorporate flashing or moving lights, or screens capable of displaying moving images and/or L.E.D. (light emitting diode) sign images shall not be brighter than 500 candelas per square meter during the nighttime hours of 7 p.m. to 7 a.m. The sign must have an automatic dimmer control which produces a distinct

illumination change from a higher, daytime illumination level to the designated nighttime level prescribed above.

3. Bare Bulb Illumination

Illumination by bare bulbs or flames is prohibited, except that bare bulbs are permitted on changeable copy signs and theater marquees.

4. Signs Displaying Moving Images

Signs that incorporate flashing or moving lights, or screens capable of displaying moving images that flash or move or otherwise change at regular or irregular intervals (e.g. L.E.D. signs) shall be turned off when the businesses or buildings, that they service or provide advertisement for, are located in, bordering, directly adjacent to, or sharing a common property line with any residential zoning districts when those businesses or buildings are not open for business, or special events or other activities.

B. Location

1. Within a Public Right-of-Way

No sign shall be located within, project into, or overhang a public right-of-way except as permitted by the City Engineer.

2. Setback Requirements from Right-of-Way and Street Property Lines

See table 8.4 for sign setback requirements.

3. Sight Lines for Motorists

Signs shall comply with the requirements for unobstructed motorist visibility in Section 3.09A(5) – Unobstructed Sight Distance.

4. On-Premise Advertising Signs

On-premise advertising signs shall be located on the parcel of the use to which the sign pertains. If a driveway off the premises services the use, an advertising sign for that use may be allowed at the driveway under the following conditions:

- a. If the driveway services more than one (1) use, a single sign advertising all uses serviced by the driveway is allowed.
- b. All provisions of Table 8.2 are met for the use or uses serviced by the driveway.

C. Measurement

1. Sign Area

Sign area shall be computed as follows:

- a. General Requirements. The extreme limits of the writing, representation, emblem or any figure or similar character together with any frame or other material forming an integral part of the display shall be enclosed in a circle, square, rectangle, or parallelogram. The street address, in compliance with insert cross reference, and the necessary supports or uprights upon which the sign is placed shall not be enclosed in the aforesaid shape. The area of the shape shall be the sign area.
- b. Double-Face Sign. The area of a double-face sign shall be computed using only one (1) face of the sign provided that the two (2) faces are back-to-back, so that only one face is visible at any given time, and at no point are more than three (3) feet apart. If the two faces are of unequal area, the larger face shall be used to determine compliance with sign face area requirements. If the faces are not back-to-back and/or more than three (3) feet apart at any given point, then the area of all sign faces shall be included in determining the area of the sign.

- c. Add-On Signs. The area of any add-on signs shall be computed as part of the sign area.

2. **Setback, Height and Distance Measurements**

The following guidelines shall be used to determine compliance with setback, height and distance measurements:

- a. The distance between two signs shall be measured along a straight horizontal line that represents the shortest distance between two signs.
- b. The distance between a sign and a parking lot or building shall be measured along a straight horizontal line that represents the shortest distance between the outer edge of the parking lot or building.
- c. The distance between a sign and a building or property line shall be measured along a straight horizontal line that represents the shortest distance between the sign and the building.
- d. Maximum sign height shall be measured from the top of the sign structure to the lowest adjacent grade within ten (10) feet of the sign.

D. Wall, Ground and Roof Signs

All wall, ground and roof signs shall meet the following provisions:

1. **Area**

The aggregate area of the wall, ground and roof signs a use displays may not exceed the maximum area that Table 8.2 allows for in that zoning district.

2. **Wall Sign Projection**

Wall signs may be painted on or attached to or pinned away from the wall but shall not project from the wall by more than twelve (12) inches.

3. **Wall Sign Height**

The top of the wall sign shall not be higher than the lowest point of the roof (e.g. eaves or parapet).

4. **Roof Sign Height**

The top of the roof sign may not be higher than the roofline of the building.

5. **Ground/Monument Sign Height**

Ground and monument sign height shall be determined by Table 8.2.

E. Projecting Signs

All projecting signs shall comply the following provisions

1. **Clearance**

Projecting signs shall clear sidewalks by a least eight (8) feet and may project no more than four (4) feet from a building.

2. **Placement**

Projecting signs shall project from the wall at an angle of ninety (90) degrees.

3. **Height**

The top of a projecting sign may not extend vertically above one and a half (1 ½) stories above grade.

4. **Undercanopy Signs**

All undercanopy signs shall comply with the provisions in Section 8.07.F.

Table 8.2: ON-PREMISE ADVERTISING SIGN STANDARDS

Zoning District	Wall and Roof signs				Projecting signs			Ground Signs			
	Area	Height	#	Notes	Area	#	Notes	Area	Height	#	Notes
AG, RA – Permitted Nonresidential Uses	12 sq. ft.	See Section 8.05.D	1	a,b,c	Not Allowed			12 sq. ft.	5 ft.	1	a,b,c,m
RB	12 sq. ft.		1	a,b,c	Not Allowed			18 sq. ft.	5 ft.	1	a,b,c,m
RD	40 sq. ft.		1	b,c	Not Allowed			40 sq. ft.	5 ft.	1	a,b,c,j,m
OS – Permitted Nonresidential Uses	12 sq. ft.			a,b,c,d	Not Allowed			12 sq. ft.	5 ft.	1	a,i,j,k,m
Community	50 sq. ft.				Not Allowed			32 sq. ft.	15 ft.	1	a,j
NC	40 sq. ft.			e,f,g	8 sq. ft.	1	f	40 sq. ft.	8 ft.	1	i,j,m
CC, RC	150 sq. ft.			e,f,g	Not Allowed			100 sq. ft.	20 ft.	1	i,j,k,l
CCO	100 sq. ft.			e,o,p,q	12 sq. ft.	1	r	60 sq. ft.	12 ft.	1	s,t
D	40 sq. ft.			d,e,f,g	8 sq. ft.	1	f	40 sq. ft.	8 ft.	1	l,m
D-O	40 sq. ft.			d,e,f,g	8 sq. ft.	1	f	12 sq. ft.	5 ft.	1	l,m,n
DNO	See Section 8.08 Downtown Northside Overlay (DNO) District Signs										
IA, IB	300 sq. ft.			e,f,g,h	Not Allowed			150 sq. ft.	25 ft.	1	i,j,k
LCMR	150 sq. ft.			e,f,g	Not Allowed			100 sq. ft.	18 ft.	1	i,j,k

Wall, Roof, and Ground Sign Footnotes:

- [a] Places of worship and other religious institutions shall be permitted one (1) additional on-premise advertising sign for each school, parsonage, or other related facility.
- [b] Public and quasi-public buildings and facilities, schools, and places of worship, when combining the name with a sign as permitted in Section 8.04.A.9, may have a total name with sign area of 32 sq. ft.

One (1) residential entranceway or identification sign, either a wall or ground sign, shall be permitted at each entrance to a subdivision, apartment complex or other residential development. The residential entranceway or identification sign shall comply with the provisions of Section 8.06.D.

- [d] Where a site has no ground sign on a site in the D-O district, a sign may run the length of an awning up to the maximum wall sign area allowed in table 8.2.

Wall and Roof Sign Footnotes:

- [e] Where multiple business, office or industrial establishments are located in a single building with common, exterior entrances, the total area of all signs on the parcel may be increased by four (4) square feet for each additional establishment, up to a maximum of thirty-two (32) additional square feet.
- [f] Where multiple business, office or industrial establishments are located in a single building and each has its own exterior entrance, each establishment will be allowed additional wall signage so long as the total wall signage for the entire building does not exceed the Zoning Ordinance requirements. In addition to the maximum sign area permitted by Table 8.2, sign area may be increased based on the street frontage measured at the right of way line on a one to one ratio, up to a maximum of 150 square feet.
- [g] For buildings on corner or through lots, the maximum total area of all wall signs may be increased by fifty percent (50%) where the signage is divided between the two (2) street frontages. The larger of the two (2) signs shall not exceed the maximum sign area permitted by Table 8.2.

Ground Sign Footnotes:

- [h] In the IA and IB districts, the size of all wall signs on each wall where signage is permitted, may be increased if
1. Any point of the principle structure on the wall on which the sign size will be calculated, is more than 200' from the property line abutting a public road, measured from a 90 degree angle at the road right of way. The structure must be located on the property abutting the public road from which the measurement is being taken.
 2. There is at least 200' of frontage on the public road identified in item 1. of this provision.
 3. If items 1. and 2. are met,
 - a. The total signage on a wall facing a public road may be increased by 1 square foot for each foot greater than 200' lineal feet, not to exceed 600 square feet on any one wall.
 - b. Multiple signs may be placed on one wall provided the total square footage on any one wall does not exceed 600 square feet.
 - c. If all walls of the principle structure are less than 200' from the road, the sign may not exceed 300 square feet of total signage on the parcel, per Table 8.2.
 - d. If the property owner chooses not to place any signage on a wall facing a public right of way on a qualifying structure, wall signage, at the size it would have been had it faced the road, may be used on another wall without public road frontage.
 - e. Total wall signage on all walls on any qualifying structure may not exceed 1,200 square feet.
- [i] For large parcels: one (1) additional ground sign is permitted for each six hundred (600) feet of road frontage measured at the right-of-way line over and above six hundred (600) feet. Multiple signs shall be spaced at least two hundred (200) feet apart.

For corner lots: The maximum area of all ground signs shall not exceed the maximum sign area listed in Table 8.2, except where a parcel has frontage on more than one street, an additional ground sign may be permitted facing the secondary frontage provided it does not exceed one half (1/2) the maximum square footage of the primary ground sign square foot listed in Table 8.2.

- [k] Industrial, Office and Commercial Parks: The ground sign shall not exceed 100 sq. ft. in area. Industrial, Office and Commercial Park identification/directory ground signs that list the names of all of the businesses within the park are permitted at the main entrance. In no case, shall this ground sign be located within the public right of way.
- [l] One additional sign is permitted in the RC, IA, IB, LCMR district if the sign is an entranceway identification sign to a commercial or industrial development, is of monument style and does not exceed eight (8') feet in height or twenty-four (24) square feet. Ground signs are permitted only if the building is set back a minimum of two (2) feet from the property line.
- [m] Only monument ground signs are permitted. Pole mounted ground signs are not permitted due to sign height and underclearance restrictions listed in Table 8.2.
- [n] Ground signs in the D districts shall only be permitted in the side yard setback a distance equal to the building and shall not be permitted between the building and the front lot line.
- [o] In the CCO district, where multiple businesses or office establishments are located in a single building and each has its own exterior entrance, each establishment will be allowed wall signage of 2.0 square feet of wall signage for every lineal foot of tenant lease building frontage, up to a maximum of 100 square feet per tenant. This shall be measured on the face of the building which contains the main entrance to the establishment.
- [p] In the CCO district, business establishments of 30,000 square feet or more of usable floor area may be allowed wall signage of 2.0 square feet for every lineal foot of tenant lease building frontage, which shall be measured on the face of the building which contains the main entrance, up to the amount indicated in the following schedule:

Allowed Wall Signage for Large Scale Establishments (CCO District)	
Usable Floor Area	Wall Signage Maximum Area
30,000-39,999 sq. ft.	200 sq. ft.
40,000-49,999 sq. ft.	240 sq. ft.
50,000+ sq. ft.	280 sq. ft.

- [q] For sites in the CCO district with more than one street frontage (e.g. corner lots, through lots): additional wall signage may be permitted facing the secondary frontage(s) provided it does not exceed 50% of the permitted square footage. For additional secondary frontage signage, one single sign may be no more than 100 square feet.
- [r] Projecting signs shall be permitted provided they are oriented towards pedestrian traffic and have a minimum clearance of eight (8) feet.
- [s] Ground signs in the CCO district must be monument style signs constructed with a base using decorative stone, brick, or enhanced concrete.
- [t] For sites in the CCO district with more than one street frontage (e.g. corner lots, through lots): an additional ground sign may be permitted facing the secondary frontage provided it does not exceed 30 sq. ft. (Half of the maximum square footage of the primary ground sign).

Section 8.06 -- RESIDENTIAL AND AGRICULTURAL DISTRICT SIGNS

The following signs shall be permitted in all districts zoned for residential use:

Table 8.3: GENERALIZED SCHEDULE OF SIGN STANDARDS FOR RESIDENTIAL USES

Type of Sign	Number	Notes
Nameplate	1	2 sq. ft. maximum area
Street Address	Shall comply with Section 304.3 of the International Property Maintenance Code	
Places of Worship	1[a] [b]	
Real Estate Signs	1[b]	12 sq. ft. maximum area
Garage Sale Signs	--	6 sq. ft. maximum area
Residential Entranceway Signs	1[c]	See Subsection 8.07.D
Home Occupation	1	2 sq. ft. maximum area
Non-residential Uses	Shall comply with Table 8.2	

Footnotes:

- [a] One (1) additional sign shall be permitted for each school, parsonage, or other related facility.
- [b] On a corner parcel, or double fronting two (2) signs, one facing each street, shall be permitted.
- [c] One (1) sign is permitted at each entrance to a subdivision, apartment complex or residential development.

A. Nameplate and Street Address

A nameplate sign shall be permitted in accordance with Section 8.04A. The sign may not project within five (5) feet of any property line. All street addresses shall comply with Section 304.3 of the International Property Maintenance Code.

B. Real Estate Signs

Real estate signs shall be permitted in accordance with Section 8.04C.

C. Garage Sale Signs

Garage sale signs shall be permitted in accordance with Section 8.04C.

D. Residential Entranceway Signs

One (1) residential entranceway or identification sign, either a wall or ground sign, shall be permitted at each entrance to a sub-division, apartment complex or other residential development in accordance with the following regulations:

1. Area

The maximum area for such sign shall be twenty-five (25) square feet.

2. Height

The maximum height for such sign shall be six (6) feet.

3. Setback

All ground signs shall be set back a minimum distance of fifteen (15) feet from any property line or right-of-way line.

E. Signs for Nonresidential Uses

Each nonresidential use in a residential district shall be permitted one wall or ground sign, provided that the type, height, area, and number of signs shall comply with Table 8.2

Section 8.07 -- NONRESIDENTIAL DISTRICT SIGNS

The following signs shall be permitted in districts zoned for nonresidential use (Community - COM, Office Service - OS, Neighborhood Commercial - NC, Community Commercial - CC, Regional Commercial - RC, Downtown – D, Circle - C, LCMR, Industrial A - IA, and Industrial B – IB Zoning Districts):

A. Nameplate and Street Address

A nameplate and street address shall be permitted in accordance with Section 8.04.A. The street address shall comply with Section 304.3 of the International Property Maintenance Code.

B. Real Estate Signs

Real estate signs shall be permitted in accordance with Section 8.04C.

C. Projecting and Roof and Wall Signs

Projecting, roof and wall signs shall be permitted in non-residential districts as authorized by Table 8.2.

1. Murals

Murals, displaying a commercial message, may be permitted in all non-residential districts provided they adhere to the maximum wall sign area requirements listed in Table 8.2.

D. Ground Signs

Ground signs shall be permitted in the community district, commercial districts, industrial districts, and office districts subject to the provisions of Section 8.05 and the following regulations:

1. Building Setback

Ground signs shall be permitted only if the buildings are set back at least two (2) feet from the property line.

2. Number

One (1) ground sign shall be permitted per street frontage on each parcel. However, only one sign shall be permitted on lots having frontage on more than one street if a single sign can be located such that it is clearly visible from both streets. In multi-tenant buildings or shopping centers, the sign area may be allocated for use by individual tenants.

3. Sign Setbacks

All ground signs shall comply with the setback requirements in Table 8.4:

TABLE 8.4: GROUND SIGN SETBACKS

Zoning District	Setback from Property Line	Setback from Residentially Zoned or Used Property
Community	none	25 feet
AG, RA – Permitted Nonresidential Uses	5 feet	None
NC, C, D, OS, D-O	5 feet	25 feet
CC, RC	none	None
LCMR	none	50 feet
Industrial A and Industrial B	none	None

4. Pole Mounted Ground Signs

Pole mounted ground signs are permitted in the Community, Regional Commercial, Community Commercial, LCMR and Industrial districts. Pole mounted ground signs are not permitted in the Center City Overlay district. All pole mounted ground signs shall comply with the following regulations:

- a. Pole mounted ground signs shall have a minimum under clearance height of (8) feet.
- b. Pole mounted ground signs shall comply with the height and area regulations in Table 8.2.
- c. Pole mounted ground signs shall not be located within the clear vision corner nor shall they obstruct vehicular or pedestrian sight lines.

5. Monument Ground Signs

Monument ground signs are permitted in all districts. Monument Ground Signs shall comply with the following regulations:

- a. Monument ground signs may not be located in the clear vision triangle or otherwise obstruct lines of sight for vehicular or pedestrian traffic.
- b. A landscaped area including planting beds and/or shrubs shall be provided and maintained around the monument ground sign.

E. Awnings and Canopies

Signs on awnings and canopies in commercial, office-service, community and industrial districts shall be permitted, subject to the following standards:

1. Compliance with Size Requirements for Wall Signs

The area of signs on awnings or canopies shall be counted in determining compliance with the standards for total area of wall signs permitted on the parcel.

2. Projection

Limitations imposed by this Ordinance concerning projection of signs from the face of a wall or building shall not apply to awning and canopy signs, provided that such signs shall comply with the permitted projections into yards for awnings and canopies in Table 3.2.

F. Undercanopy Signs

One (1) undercanopy sign shall be permitted for each business, subject to the following conditions:

1. Vertical Clearance

A minimum vertical clearance of eight (8) feet shall be provided between the bottom edge of the sign and the surface of the sidewalk.

2. Orientation

Undercanopy signs shall be designed to serve pedestrians rather than vehicular traffic.

3. Size

Undercanopy signs shall not exceed two (2) square feet in area.

G. Types of Signs Allowed in Non-Residential Districts

The following types of signs are allowed in the non-residential districts, provided that they comply with all provisions of this Article:

1. Add-on sign.

2. Animated sign, including scrolling screens or scenes, provided the movement or change of lighting changes in intervals of six (6) seconds or more.
3. Bulletin board.
4. Changeable copy signs.

H. Signs in the Downtown, Center City Overlay, and Circle Districts

The Downtown and Circle Districts are unique centers for the City of Midland. It is important to capture and preserve the unique character of the both areas in the types of signs permitted. Accordingly, the following additional standards shall apply to signs in the Downtown, Center City Overlay and Circle districts:

1. **Location**
Signs shall not cover architectural details such as arches, transom windows, moldings, columns, capitals, sills cornices and similar details.
2. **Materials**
Sign materials shall complement the original construction materials and architectural style of the building facade. Generally, wood or metal signs are considered more appropriate than plastic.
3. **Illumination**
In the Downtown and Circle districts only, it is preferred that signs be illuminated using a direct but shielded light source, rather than internal illumination.
4. **Projecting Signs**
Projecting signs shall be permitted provided they are oriented towards pedestrian traffic, have a minimum under clearance of eight (8) feet, and have a maximum size of twelve (12) square feet.
5. **Signs Allowed in the Downtown, Center City Overlay, and Circle Districts Only**
The following signs are allowed in the Downtown, Center City Overlay, and Circle districts:
 - a. Sandwich board signs with a maximum sign area of sixteen (16) square feet in the Downtown district or twelve (12) square feet in the Center City Overlay district. Sandwich board signs shall not obstruct pedestrian access and shall not be permanently affixed to the sidewalks or any structure within the public right of way. Sandwich board signs must be portable and free-standing in design.
 - b. In the CCO district only, sandwich board signs must be constructed using high-quality materials including metal, plastic, wood, composite or hardboard (chalkboard or dry erase).
 - c. In the CCO district only, sandwich board signs must be placed on an improved, pedestrian oriented surface and must be located within eight (8) feet of the pertaining establishment's main entrance. Each establishment shall be allowed one (1) sandwich board sign per entrance but the total size between all sandwich board signs for each single establishment shall not exceed twelve (12) square feet.
 - d. In the CCO district only, sandwich board signs are only permitted outdoors during business hours and must be removed from the pedestrian walkway and placed inside the establishment during non-business hours.

I. Outline Tubing (Neon) Signs

Outline tubing signs, also known as neon signs, are permitted in commercial districts subject to the following conditions:

1. **Construction**

Such signs shall be enclosed unless the applicant provides sufficient documentation that unenclosed signs satisfy requirements in the adopted Building Code.







2. Maximum Size

Such signs shall be considered wall signs for the purposes of determining compliance with maximum size standards.

Section 8.08 – DOWNTOWN NORTHSIDE OVERLAY (DNO) DISTRICT SIGNS

A. The following signs are permitted on a per tenant on the ground floor with street frontage or per public entrance basis:

TABLE 8.5




Type of Sign	Number	Max. Size	Location	Other	Example
Name plate/ Plaque	1 per street frontage	8 s.f.	Any wall		
Street Address	1 per street frontage	Letters up to 8" high	Any wall 6'-10' above sidewalk grade	Non cursive lettering	
Blade/Shingle	1 per street frontage	6 s.f. 9' clearance above sidewalk	Ground floor	May not be internally illuminated	
Sandwich	1 per street frontage	64"h x 28"w Display area of 48"h x 28"w	Sidewalk, not blocking traveled portion Displayed only when business is open	Must be two sided Securely hinged ¹ No changeable copy ²	
Window	2 per tenant	6 s.f. of total signage	Ground floor or second story	May not be painted	
Directional	Per section 8.04 A. 11.				

¹ Securely hinged means hinged at the top and properly stabilized with 36" of chain between faces or the equivalent and a weighting mechanism that is properly screened.

² Changeable copy using individually placed letters is prohibited on all signs including sandwich board signs. Chalk board are permitted.








- B.** In addition to the signs permitted in item A. of this section, an awning or canopy and any one signs per building façade area is permitted according to the following schedule:

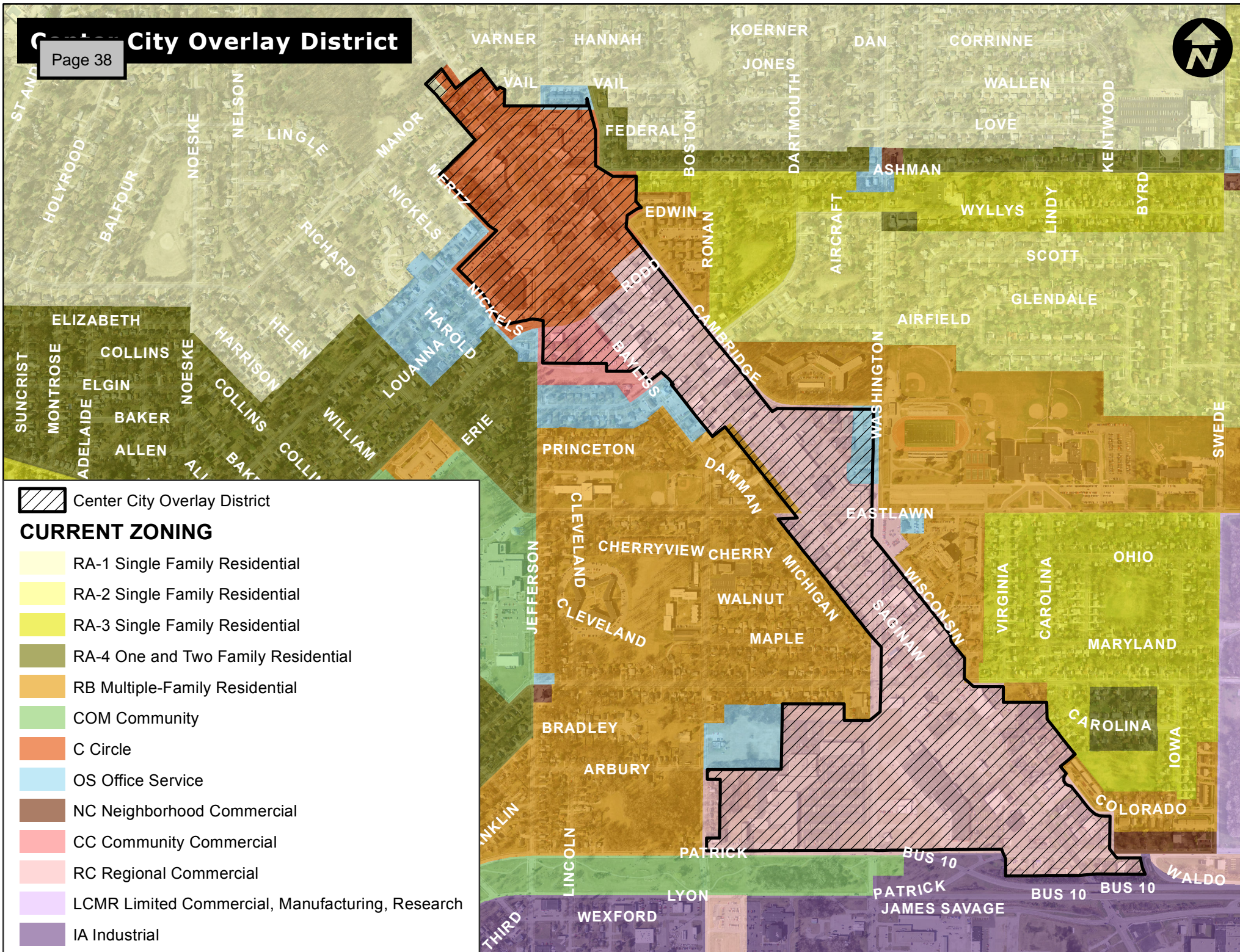
TABLE 8.6

Type of Sign	Number	Max. Size	Location	Other	Example
Wall, Band	1 wall band Up to 3 signs within wall band	2' H x 20' W and 80% of building lineal frontage Letters up to 24" high, 3" depth	May not be within 2' of an adjacent common lot line or boundary of the area permitted to be used by the tenant		
Wall, Other	1 wall sign	Not to exceed 5% of square footage of the building facade or 80 s.f.	Above the second story		
Awning/Canopy			Min. 8' clearance above sidewalk	Quarter cylinder style is prohibited	
Marquee	1 per corner of a building located at the intersection of two public streets and 1 per 250' of building street frontage.	Not to exceed 70 s.f. Max height = 50% of structure	Min. 10' clearance above sidewalk	Signs may be placed on both sides of marquee.	

C. The following signs are prohibited:

TABLE 8.7

Type of Sign	Other	Example
Freestanding signs		
Painted window signs	Temporary	
Painted on exterior of buildings	Excludes murals	
Any sign feature that has flashing, traveling, animated, or intermittent light associated with it.		
Portable, wheeled or otherwise moveable advertising devices	Excluding sandwich signs	
Roof	Signs or displays of any kind	
Awning	Quarter cylinder style	 
Sandwich	Moveable letters	



Backup material for agenda item:

3. Adopting the City of Midland Capital Improvement Plan 2016-2022. KAYE

SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of July 25, 2016

SUBJECT: City of Midland Capital Improvement Plan 2016-2022

SUMMARY: THIS RESOLUTION WILL ADOPT THE CITY OF MIDLAND CAPITAL IMPROVEMENT PLAN 2016-2022.

ITEMS ATTACHED:

1. Letter to City Manager.
2. Resolution for City Council Action.
3. Staff Report to Planning Commission dated June 8, 2016.
4. Staff Report to Planning Commission dated July 5, 2016.
5. Planning Commission minutes of July 12, 2016.
6. City of Midland Capital Improvement Plan 2016-2022.

COUNCIL ACTION:

1. Public hearing is not required.
2. 3/5 vote required to approve resolution



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/djm

7-20-16



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

July 20, 2016

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, MI 48640

Dear Mr. Lynch:

Capital Improvement Plans (CIP) are required by the Michigan Planning Enabling Act (MPEA). They are to be prepared by the Planning Commission to help further the desirable development of the city and are to show the public structures and improvements, in general order of priority, that are anticipated over the ensuing 6-year period. As a general rule, CIPs are used to forecast capital improvement needs and provide a basis for budgeting for such improvements.

In addition to being required by the MPEA, the preparation and adoption of a CIP is necessary for certification under the Redevelopment Ready Communities (RRC) program that the city has chosen to participate in. The Michigan Economic Development Corporation (MEDC) is responsible for the oversight and administration of that program, and contributes financially as able towards implementation of the program requirements. In this case, MEDC has provided technical and financial assistance that enabled the city to obtain the consulting services of Carlisle-Wortman Associates, Inc. in preparing the CIP for 2016-2022.

The city's CIP process first began in March of 2015, at which time a preliminary listing of capital projects covering roads, utilities and the municipal landfill operation was presented to the Planning Commission for review. Following discussion, and the presentation of an updated project list to the Planning Commission later that same month, it was determined that all necessary projects were included in the draft project list.

Shortly following the meetings held in March of 2015, it was determined that the CIP preparation process would be delayed until the fall of 2015, at which time additional input from the City Engineering Department in the form of their own Engineering Priorities process would be available. That process was completed in November and compiled in December, together with coordinated data from the Utility Department. To meet the 6 year CIP standards of the MPEA, two additional years of projects were also added to the plan previously seen by the Planning Commission.

Through assistance provided to the City via the MEDC and the RRC program, consultant assistance in the preparation of the final CIP document was obtained from Carlisle-Wortman Associates, Inc. in the winter of 2015/16. This firm was able to consolidate the table form of data previously reviewed by staff and further updated, resulting in a final draft presented to the

Planning Commission in June of 2016. Following a public hearing on July 12, 2016, the CIP was recommended for adoption to City Council.

It should be noted that initial adoption of the CIP does not complete all work on the plan for the next six years. Instead, this document is to be reviewed on an annual basis, adjusting projects as priorities and financial circumstances dictate. One additional year of projects must also be added to the back end of the project schedule each year so that the plan continues to cover the forthcoming six-year period of time. While much of the work in preparing this information falls to City Engineering, Utility and Planning staff, the Planning Commission and City Council must ultimately review and adopt the update each year. Although the exact timing of the annual update process is still being finalized, it is known that it will begin in the fall and be coordinated with City Council's budget review and approval process so as to form a support document for each budget cycle.

At this time, City Council review and adoption of the proposed City of Midland Capital Improvement Plan 2016-2022 is recommended. A public hearing is not required prior to City Council adoption of the plan.

Respectfully,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS Section 65 of the Michigan Planning Enabling Act requires that the City of Midland Planning Commission prepare a Capital Improvement Plan (CIP) to further the desirable development of the city; and

WHEREAS, through assistance provided to the City via the Michigan Economic Development Corporation (MEDC) and the Redevelopment Ready Communities (RRC) program, consultant assistance in the preparation of a CIP was obtained from Carlisle-Wortman Associates, Inc.; and

WHEREAS, a listing of capital projects covering roads, utilities and the municipal landfill operation was presented to the Planning Commission for review between March of 2015 and June of 2016; and

WHEREAS, the Planning Commission has reviewed the list of capital projects presented and concluded that all necessary projects are included in the project list; and

WHEREAS, a public hearing was held on July 12, 2016, following which the Planning Commission unanimously recommended approval of the CIP; and

WHEREAS, City Council review and adoption of the CIP is now required; now therefore

RESOLVED, that the City Council hereby adopts the City of Midland Capital Improvement Plan 2016-2022.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeavote of all the Councilmen present at a regular meeting of the City Council held Monday, July 25, 2016.

Selina Tisdale, City Clerk



Date: June 8, 2016

STAFF MEMORANDUM TO THE PLANNING COMMISSION

Capital Improvement Plan – Final Draft

CAPITAL IMPROVEMENT PLANS:

The following excerpt is taken from the Michigan Association of Planning's Community Planning handbook and provides a general overview of Capital Improvement Plans:

A capital improvements program (CIP) is the result of the preparation and updating of a plan listing all new major public facilities to be built, substantially remodeled, or purchased in a community within the foreseeable future. "Capital improvements" (also called "public improvements") are all major physical facility projects over and above annual operating expenses. A CIP establishes a schedule, or program, for each capital improvement project according to its priority in the community. The program also includes cost estimates and the sources of financing for each project. A six-year programming period is the most widely utilized, although the CIP must be updated annually to reflect changing priorities and financial resources in the community.

Any municipality may participate in the CIP process. The planning commission is usually responsible for the preparation of capital improvements programs in coordination with the municipal master plan. Planning staff generally coordinate the process, reviewing project requests from individual operating departments and preparing the final document.

After the planning commission formally adopts the completed program, it is forwarded to the legislative body for adoption and inclusion in the municipal budgetary process. The CIP is the principal tool for a planning commission to ensure consistency of proposed new public improvements with an adopted master plan.

Additional text is included in the attached Capital Improvement Plan (CIP) that more fully describes the purpose and intent of the plan.

BACKGROUND:

On March 10, 2015, a preliminary listing of planned capital projects covering roads, utilities and the municipal landfill operation was presented to the Planning Commission for review. Following discussion, it was determined that further discussion was required to identify additional capital projects which should be considered for inclusion in the

Capital Improvement Plan, even if the certainty of those projects is not known. Staff was asked to identify any such projects and present such projects as the starting point for further discussion.

Later that same month, a further report was presented to the Planning Commission. That report concluded that all necessary projects were included in the original draft. The lone exception to this general finding was the possibility of adding work related to the relocation of the farmer's market if such a project were to ever occur. Planning Commission direction at the time was to include this as a "potential project" in the CIP.

Subsequent staff review of the Michigan Planning Enabling Act (MPEA) standards, available guidelines for CIP's, and review of other CIP's across the state followed. This review provided no support for the inclusion of projects that were identified as potential but for which no local support had been demonstrated. As such, inclusion of public works related to the possibility of relocating the farmer's market were determined to be inappropriate for this plan.

Shortly following the meetings held last March, it was also determined that the CIP preparation process would be delayed until the fall of 2015, at which time additional input from the City Engineering Department in the form of their own capital planning processes would be available. That process was completed in November and compiled in December, together with coordinated data from the Utility Department. To meet the 6 year CIP standards of the MPEA, two additional years of projects were also added to the plan last seen by the Planning Commission.

Through assistance provided to the City via the Michigan Economic Development Corporation (MEDC) and the Redevelopment Ready Communities (RRC) program, consultant assistance in the preparation of the final CIP document was obtained from Carlisle Wortman Associates Inc. This firm was able to consolidate the table form of data previously reviewed into a CIP more readily readable and understandable. Their original draft was reviewed by staff and further updated, resulting in the final draft attached to this report. While some minor typographical errors remain and will yet be corrected, the document is now presented for forwarding to public hearing.

NEXT STEPS:

Planning Commission review and discussion on the draft CIP is welcomed at this time. Following this review, a public hearing is recommended on the plan to provide a final opportunity for public comment. Upon conclusion of the public hearing, a recommendation to City Council will then be required. City Council consideration and adoption will follow.

It should be noted that initial adoption of the CIP does not complete all work on the plan for the next 6 years. Instead, this document must then be reviewed on an annual basis, adjusting projects as priorities and financial circumstances dictate. Additionally, one additional year of projects must also be added to the back end of the project schedule each year so that the plan continues to cover the forthcoming 6 year period of time. While much of the work in preparing this information falls to City Engineering, Utility and Planning staff, the Planning Commission and City Council must ultimately review and adopt the update each year.

Also to be noted is the timing of annual updates anticipated by staff. To best fit with the annual city budget process, CIP project updates should take place late in the calendar year, immediately following the receipt of public input on engineering and utility priorities.

This will allow staff to compile and prepare updates of the CIP each December, followed by Planning Commission review and recommendation early each calendar year. This timing is appropriate given that City Council will then receive the recommended CIP in the middle of their budget process, while decisions are being made on the funding of capital projects for the coming fiscal year.

Respectfully Submitted,

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP
Assistant City Manager for Development Services



Date: July 5, 2016

STAFF MEMORANDUM TO THE PLANNING COMMISSION

Capital Improvement Plan

The proposed 2016-2022 Capital Improvement Plan was first presented to the Planning Commission at your regular scheduled meeting of June 14, 2016. The purpose of presenting the CIP at that time was simply to introduce the document and provide ample time for Planning Commission members to review it in advance of the required public hearing. No action was requested at that time.

Having now had time to review the document, a public hearing on the CIP has been scheduled for July 12, 2016. At this meeting, presentations will be made by the City Planning, City Engineering and City Utility Departments. These presentations will provide you with an overview of the CIP approval process, the Engineering priorities identified within the 6-year plan cycle, and the Utility priorities within this same time period.

Following conclusion of the public hearing, a recommendation to City Council will be requested. Once the planning Commission is satisfied with the document, a recommendation supporting adoption of the CIP would be appropriate.

Attached for background purposes are the Staff Memorandum originally presented at the June 14th Planning Commission meeting, as well as the proposed CIP.

Respectfully Submitted,

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

**MINUTES OF THE MEETING OF THE
MIDLAND CITY PLANNING COMMISSION
WHICH TOOK PLACE ON
TUESDAY, JULY 12, 2016, 7:00 P.M.,
COUNCIL CHAMBERS, CITY HALL, MIDLAND, MICHIGAN**

1. The meeting was called to order at 7:00 p.m. by Chairman McLaughlin
2. The Pledge of Allegiance was recited in unison by the members of the Commission and the other individuals present.

3. **Roll Call**

PRESENT: Bain, Hanna, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, and Tanzini

ABSENT: None

VACANCY: One

OTHERS PRESENT: Brad Kaye, Assistant City Manager for Development Services; Debbie Marquardt, Technical Secretary; Josh Fredrickson, Assistant City Engineer, Joe Sova, Utilities Director; and two (2) others.

4. **Election of Officers**

Kaye explained the process and requirements for the appointing of a chair and vice-chair for the 2016-17 session of the Planning Commission. The nominating committee, comprised of Bain, Heying, and Mayville, proposed the following nominations for Chairman and Vice-Chairman.

Heying nominated McLaughlin for Chairman and Hanna for Vice Chairman seconded by Mayville. Hearing no further recommendations, Kaye closed the call for nominations and called for a vote on the motion. Motion passed unanimously.

5. **Approval of Minutes**

Moved by Hanna and seconded by Bain to approve of the minutes of the regular meeting of June 28, 2016. Motion passed unanimously.

6. **Public Hearing**

a. **Capital Improvement Plan**

Mr. Kaye presented the final draft of the Capital Improvement Plan (CIP). It is a multi-year planning tool to identify current needs for the coming 6-year period. The CIP aids with implementation of the Master Plan. It is intended to be an ongoing document that is to be updated every year. It keeps the public informed, helps align capital investments with community priorities and it is requirement under the Michigan Planning Enabling Act. This document is intended to guide City Council with their budget process. Keep in mind that market conditions can change. Project locations themselves might change.

Josh Frederickson, Assistant City Engineer, stated that funding sources including MPO, Midland County Road mileage and gas tax. The county road mileage covers most of the street repairs. There are 86 miles of major streets and 150 miles of local streets.

Project selection timeline is in the fall of each year and they coordinate with other city departments, in October and they also send out petitions for new public infrastructure. Requests are received throughout the year based on current conditions of the streets.

Joe Sova, Utility Director, explained that the utilities department consists of drinking water, water improvements, wastewater, storm water, landfill, and renewable energy. He provided an overview of the operations of each division.

Hanna asked about the need for purchasing land for the landfill. Sova stated that they have a standing approach around the landfill so as properties become available they will purchase the properties for a buffer to any nearby residential and commercial uses. The space they have now is projected to be adequate for 40 to 50 or beyond years of fill. The landfill also has other means to add on if they need to.

In response to a question on staffing, Kaye stated that you do not see personnel costs in the CIP as these do not qualify as capital projects. Kaye also stated that they have a section on general infrastructure definitions. This is a catch all for projects that are unusual and may not happen on a year by year basis.

The Planning Commission was introduced to the concept of this plan awhile back and talked about the requirements of a Capital Improvement Plan. This is also a requirement in the Redevelopment Ready Program. These two departments, Engineering and Utilities, work closely to coordinate their departments. In the future, the project priorities process will begin in the late fall and involve the Planning Commission more extensively than it has this year. Individual and citizens will be allowed to identify areas to be looked at. The Engineering Department will look at them into January and make their recommendation. The Planning Commission will see what is coming forward and start to see the trends that are beginning to emerge. They will have an opportunity to see what should be considered or if they are going in the wrong direction. The project priority report will go to City Council along with the Capital Improvement Plan. Both documents will support the city budget process.

The plan in front of you has some minor changes needed, notably the description of project types on page 30 under General Infrastructure. Several typographic corrections have been identified and will also be corrected. Staff are now looking for final feedback, if any, prior to moving the CIP on to City Council.

Bain asked about updating the Planning Commission members list. Kaye explained that this was subsequent to distribution to the Planning Commission. Bain likes the Capital Improvement Plan and would like to see the expenditures and revenues correlated more closely to the projects. Kaye indicated this would be considered as subsequent updates are completed.

Fredrickson stated that Joe Mann Boulevard does show up on the CIP in the year 2021 and 2022. That was looked at for road ratings and traffic volumes. This will need to be revisited on a regular basis.

Heying asked about funding. When they talk about road construction and because of the mileage even at its best they are holding their own and not gaining. Is public input adequate? Frederickson explained that the Engineering Department gets letters and phone calls and review all of those in the fall. The Engineering Department also rates the roads every year.

Mayville asked if staff find this document useful? Frederickson stated it is nice to see it written down and you can follow along recognizing funding changes and funding list changes.

McLaughlin opened the public hearing. No public comments were received. The public hearing was closed.

A motion was made by Heying to waive the procedural requirements to permit consideration of the proposed CIP. The motion was seconded by Hanna. The motion was approved unanimously.

It was moved by Pnacek and supported by Hanna to recommend approval to City Council of the City of Midland Capital Improvement Plan 2016-2022

YEAS: Bain, Hanna, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, and Tanzini.
 NAYS: None
 ABSENT: None
 VACANCY: One

7. Old Business

a. Bennett Property – Eastman/Monroe

Kaye showed the location of the property along Eastman Avenue. When previously discussed, the depth was 250 ft. It is showing now, per the applicant's sketch, at 3.20 acres.

Sheila Messler, Bennett Development, state that they were discussing this when they first annexed the property into the city. It has a very unique location next to city forest. They sold the parcel for the assisted living facility. They were hoping the front parcel could be commercial. The type of commercial use is smaller shops or sales offices but not necessarily a strip mall. They are looking at things that are compatible to the assisted living and the residential development in the back.

Pnacek feels this property should be commercial and be a buffer to Eastman Avenue. McLaughlin believes this would be spot zoning.

Hanna thinks that the uses for office service would be more compatible for the area. Tanzini can support commercial.

Following discussion, staff was directed to show a commercial designation of the Future land Use map, with the understanding that this would be discussed further as consensus on the appropriate land use designation does not yet exist among commission members.

b. Public Participation Plan

Kaye presented the Public Participation Plan with the changes as proposed after the last review. Once approved, this document would go to City Council for final adoption.

Moved by Pnacek and seconded by Hanna to approval the final Public Participation Plan with the highlighted corrections. Approved unanimously.

8. Public Comments (unrelated to items on the agenda)

None

9. New Business

None

10. Communications

Planning and Zoning News

11. Report of the Chairperson

None

12. Report of the Planning Director

No report since City Council has not met since the last meeting.

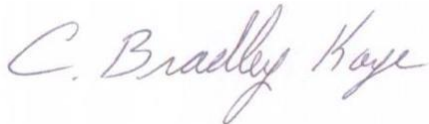
13. Items for Next Agenda – July 26, 2016

- a. Site Plan No. 352 – initiated by Daniel Smith, Telecad Wireless, on behalf of Skyway Towers for site plan review and approval for the construction of a wireless communication tower, located at 3600 and 4812 East Wheeler Road.
- b. Master Plan Review – Referral to City Council
- c. Zoning Ordinance Updates
- d. N. Saginaw Road – Access Management Policy Discussion

14. Adjourn

It was motioned by Pnacek seconded by Hanna to adjourn at 9:07 p.m. Motion passed unanimously.

Respectfully submitted,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE PLANNING COMMISSION



CITY OF MIDLAND

CAPITAL IMPROVEMENT PLAN

2016-2022

July 25, 2016

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Adopted by City Council

Date _____

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Acknowledgements

CITY COUNCIL

Maureen Donker, Mayor
Tom Adams
Steve Arnosky
Marty Wazbinski
Diane Brown Wilhelm

PLANNING COMMISSION

Gayle Hanna
Dave Heying
Andrew Koehlinger
Greg Mayville
Lowell McLaughlin
Shawn Pnacek
Ray Senesac
Judd Tanzini

DEPARTMENT

C. Bradley Kaye, Assistant City Manager for Development Services
Grant Murschel, Community Development Planner
Brian McManus, City Engineer
Josh Fredrickson, Assistant City Engineer
Joe Sova, Utilities Director

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WITH ASSISTANCE FROM



Table of Contents

Introduction..... 1

Capital Improvement Planning Process 7

Project Evaluation 7

Funding Sources..... 8

Capital Improvement Plan 11

Summary of Capital Projects..... 12

Major Streets 13

Local Streets..... 16

Stormwater 18

Water 19

Wastewater..... 23

Landfill..... 26

Renewable Energy..... 28

General Infrastructure 30

List of Figures

Figure 1. Relationship between Master Plan, CIP, and Budget

List of Tables

Table 1. Summary of Capital Improvement Projects

Table 2. Major Street Improvement Projects

Table 3. Local Street Improvement Projects

Table 4. Stormwater Improvement Projects

Table 5. Water Improvement Projects

Table 6. Wastewater Improvement Projects

Table 7. Landfill Improvement Projects

Table 8. Renewable Energy Improvement Projects

Table 9. General Infrastructure Improvement Projects



INTRODUCTION

Introduction

Every municipality has a portfolio of capital assets that it owns, maintains, and employs to help deliver quality services to its residents. These assets include equipment and vehicles, such as fire engines, snow plows, and tools, but also more permanent assets such as roads, bridges, buildings, underground utilities, stormwater systems, parklands, parking facilities, and natural areas. With ownership comes an obligation to maintain and continually improve these assets. The process used to determine how to invest City resources to maintain and improve the City's capital assets is known as the Capital Improvement Plan.

The City of Midland has always strived to offer its residents and businesses the most desirable community facilities and reliable infrastructure to maintain their quality of life. As the City plans for the future, maintaining existing high quality transportation and utility systems must be a high priority. In January 2016, the City of Midland completed a Capital Improvement Plan for the city's infrastructure including transportation and utilities.

This plan includes the following categories of capital projects:

- Major Streets
- Local Streets
- Stormwater
- Water and Water Treatment Plant
- Wastewater and Wastewater Treatment Plant
- Landfill
- Renewable Energy Services
- General

Future capital improvement plans may include additional categories such as:

- Airport
- Municipal Service Annex and Center
- Police Department
- Fire/Emergency Services
- Parks and Recreation
- Public Works
- Civic Arena
- Grace A. Dow Library
- Dial-A-Ride
- Midland Community Television
- Information Services – Operations
- Senior Housing

WHAT IS A CAPITAL IMPROVEMENT PLAN?

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and funding sources for municipal capital project expenditures. Projects are generally described as significant, physical improvements or purchases that have a long, useful life. These projects include municipal facilities; information technology systems; transportation systems; water, sewer, and stormwater utilities; street lighting; vehicles and large equipment; and other large capital purchases or improvements. Upon adoption by the City Council, the CIP becomes a statement of city policy regarding the timing, location, character, and funding of future capital projects.

In Michigan, the formation of a capital improvements program is driven by the Michigan Planning Enabling Act, Public Act 33 of 2008, MCL 125.3865.

PURPOSE

The quality of the infrastructure and community facilities in the City directly influences the quality of life that the City can provide. As community infrastructure and facilities age, continual improvements and updates are required to stay current with changing demands and needs. In the midst of shrinking resources and deferred maintenance costs, a CIP is more important than ever. The 2016-2022 Plan will reflect a six year anticipated scheduling and costs for infrastructure, facilities, and equipment based on input from the City's departments.



The purpose of the CIP is to achieve the following outcomes:

- Ensure the timely repair and replacement of aging infrastructure, facilities, and equipment.
- Provide a level of certainty for residents, businesses, and developers regarding the location and timing of public investments.
- Identify the most economical means of financing capital improvements.
- Provide an opportunity for public input in the budget and financing process.
- Facilitate coordination upgrades to capital infrastructure systems.
- Enhance the community's credit rating, control of its tax rate, and avoid sudden changes in its debt service requirements.
- Ensure that patterns of growth and development are consistent with the master plan.
- Balance desired public improvements with the community's financial resources.

INTENT

A CIP facilitates coordinated infrastructure improvements; maintains, preserves, and protects the City's existing infrastructure system; and provides for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community.

The CIP plays an important role by providing the link between planning and budgeting for capital expenditures to ensure that capital improvements are fiscally sound and consistent with City long-range goals and objectives. The CIP process occurs prior to the budget process and should be used to develop the capital portion of the municipal budget.

TIMELINE

The City of Midland's CIP outlines a schedule of capital expenditures over a six (6) year period. The original CIP document was drafted in 2016 and shall be updated annually by City departments based on current project completion, prioritization, and available funding. By updating the document annually, the projects contained in the first year of the CIP may be used to inform next year's department requested municipal budget. The CIP is scheduled for evaluation and updating annually in September and October.



The Capital Improvement Plan (CIP) is a six year plan that should be reviewed and updated annually so that it is always looking six years out.

RELATIONSHIP BETWEEN CIP AND BUDGET

The CIP makes capital spending for Engineering and Utility Departments more predictable and transparent. The CIP does not address all of the capital expenditures for the City, but provides for large, physical improvements and purchases that have a longer useful life, including the basic facilities, services, and installations needed for the functioning of the community. Capital planning identifies purchases of physical assets or construction, major repair, reconstruction, or replacement of capital items, such as buildings, utility systems, roadways, bridges, parks, heavy or specialized equipment, and extensive internal office needs which are of high cost and have a longer useful life. The intent is to have the first year of the CIP represent the proposed capital budget for the current fiscal year. The remaining years of the CIP serve as a financial plan for capital investments.



Budget goals for the City:

- Ensure economic sustainability
- Provide an outstanding quality of life
- Provide effective stewardship of community resources

RELATIONSHIP BETWEEN CIP AND MASTER PLAN



The CIP is a powerful tool for implementing a community's master plan. Capital projects involving roads, water and sanitary systems, stormwater utilities, and purchases of parkland can have a substantial impact on patterns of growth and public investment. By providing funding for strategic capital upgrades at a given time and location, the CIP helps ensure that the level of service is maintained and development occurs consistent with a community's plans and vision.

The following goals were taken from the 2012 update of the City of Midland Master Plan:



Transportation Goals

- Goal 1: Maintain and improve safety and efficiency in the transportation system to support land use patterns and ensure that Midland remains an attractive place to live, work, and visit.

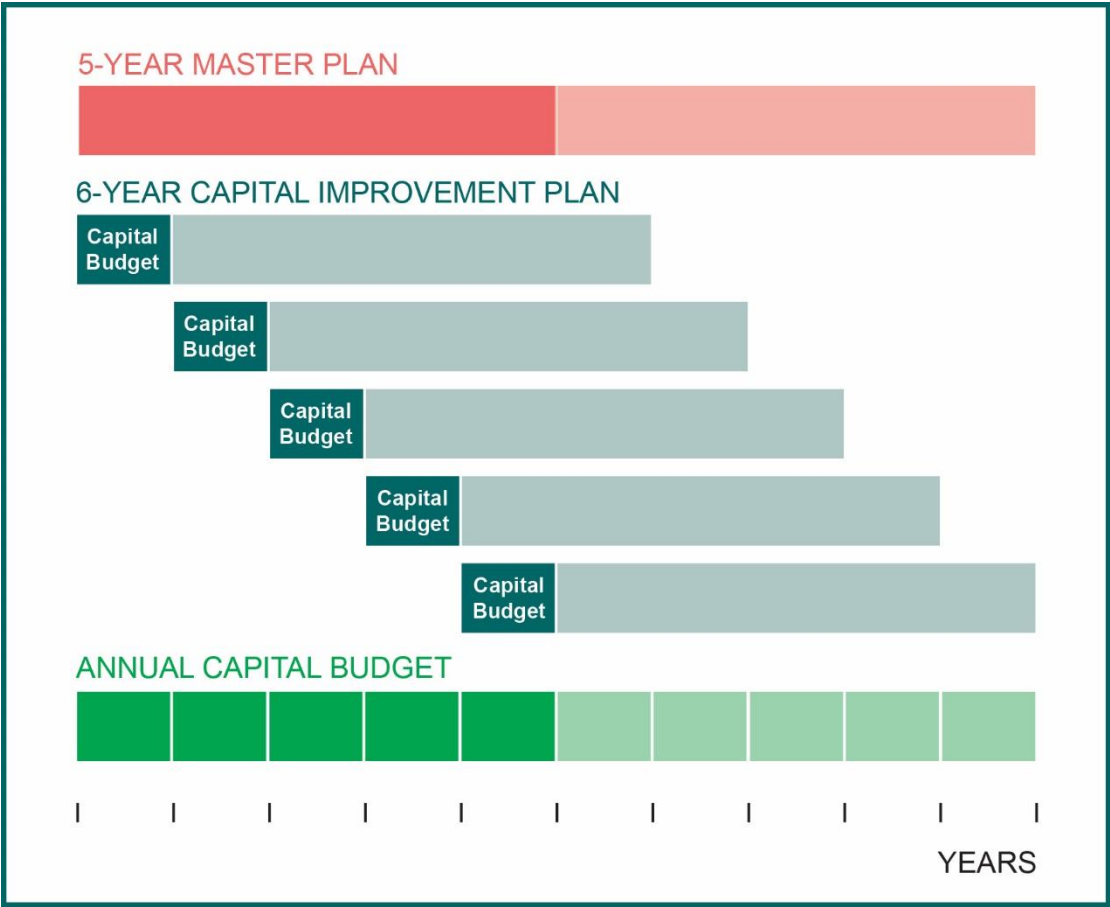
- Goal 2: Provide and pursue multi-modal transportation alternatives that can improve connectivity between neighborhoods, schools, parks, businesses and other activity areas.
- Goal 3: Continue to improve the aesthetic appearance of the City’s transportation corridors.
- Goal 4: Endorse the Complete Streets Program.



Community Facilities Goals

- Goal 1: Continue to offer the highest quality, efficient services and facilities for residents.
- Goal 2: Promote community services and facilities that integrate and unify the community.
- Goal 3: Continue to acquire, develop, maintain and preserve open space and recreation facilities.
- Goal 4: Preserve significant natural features in the City and the Midland Urban Growth Area (MUGA).

Figure 1. Relationship between Master Plan, CIP, and Budget



DEFINITION OF CAPITAL

Capital projects and improvements are major assets and projects including:

- Replacements and improvements greater than or equal to \$5,000;
- “Program” of projects whose total is greater than or equal to \$5,000; and
- Equipment purchases greater than or equal to \$5,000, with a service life of at least 5 years.

Examples include construction, expansion, or renovation of a public building, water line upgrades and extensions, major equipment, the acquisition of land for public use, streets, or new storm and sanitary sewers. The adoption of a common definition assists in determining what projects are part of the capital improvement program versus those that are part of the general budget.

Only the projects that meet the capital project or improvement definition are included in the capital improvement program. A capital improvement project can include one or more of the following:

- **Facility Improvements:** is the repair, replacement, or upgrades of exterior and interior walls, roofs, furnishings and similar non-mechanical features that extend a building’s life. Examples include new roofs, windows and doors, tuck pointing and masonry repair, interior and exterior painting, carpeting and furniture.
- **Building Equipment:** is the repair or replacement of heating, ventilation, and air conditioning (HVAC) systems.
- **Computer Equipment:** includes all equipment critical to the functioning of the city such as computers, telephones, cameras and voting machines.
- **Equipment:** includes specialized equipment and/or heavy apparatus used by the fire department and department of public services. Examples are system components, lifesaving equipment, vehicle hoists, and similar specialized mechanisms that last for several years.
- **Vehicles:** encompass cars, trucks, buses and grounds maintenance equipment. Vehicles are considered part of the motor pool that is maintained by the Department of Public Services. For the purpose of the capital improvements plan, vehicles are attached to their respective departments.
- **Infrastructure:** includes below grade, at grade and above grade (non-building) improvements. Examples include new water and sewer lines, park improvements, stormwater, streets and sidewalks, bike lanes, landscape, and fences.
- **Planning/Engineering Services:** includes plans and studies as well as preliminary design and construction drawings.

Capital Improvement Planning Process

The CIP does not address all of the capital expenditures for the City, but provides for significant improvements and purchases related to basic facilities, services, and installations needed for the functioning of the community. The current Capital Improvement Plan contains utilities and infrastructure projects only. These projects include streets, stormwater, water, wastewater, landfill, and renewable energy projects. In the future, other capital improvement projects may be added to the plan. These projects may include parks, facilities, police, fire, vehicles, and major equipment.

CIP Committee

The annual CIP update should be headed by an individual CIP coordinator or committee. A CIP Committee may include the administrative lead as well as the various department representatives. The current CIP Committee includes Planning, Engineering, Water, and Wastewater department staff members.

Department Coordination

The Engineering and Utility Department meets annually with the City's Department of Public Services, Wastewater and Water division to prioritize the capital acquisitions and properties list.

Resident Requests

Each year, the Engineering and Utilities Departments undertake an aggressive program to maintain and upgrade streets and utilities such as water and sewer. As part of that program, residents may request that the City of Midland consider specific public improvement projects.

Project Evaluation

Once the improvements list has been generated, the Engineering and Utilities Departments estimates a cost for each requested project and prioritizes the list according to the project's feasibility and available funding. This list then goes to the Midland City Council after the 1st of the year. The City Council evaluates each project and assigns a project priority at a special Council meeting in January. Council then determines which projects receive highest priority and allocates funding for the chosen projects in the next fiscal year budget.

Construction of approved public improvement projects coordinated by the City begins in the following fiscal year. Projects are usually completed within 1 - 4 months during the summer of the year in which funding is provided.

Prioritization

The following investment policies along with Master Plan and budget goals provide a framework for CIP prioritization decisions:

- Maintain or improve standards of service
- Protect public health, safety, or welfare
- Result in economic development (capital investment, increased tax base, or increased valuation)
- Reduce energy consumption and/or improve environmental sustainability
- Have an identified source of funding
- Be ready to proceed

- Be coordinated with other capital improvements

Funding Sources

Special Assessments

When a public street, sewer, water main or sidewalk is installed where one does not currently exist, the majority of the cost for constructing these improvements is paid for by the property owners fronting the improvement. The property owner's share of the costs is referred to as a special assessment.

Special assessments are approved by City Council following 2 public hearings. These hearings allow the benefiting property owners whose property will front the improvement to voice any concerns or ask any questions they may have about the project.

Once a special assessment has been approved, the affected property owners have the option of paying the full assessed amount within 30 days or paying over time. If paying over time, the assessment appears on the property owner's tax bill and includes interest charges.

County Road Millage

Every 4 years, Midland County voters are asked to renew a 1-mil property tax millage for Midland County road maintenance and improvement projects. The funds acquired from this millage are split among the Village of Sanford, City of Coleman, Midland County Road Commission and the City of Midland. The intent of the road millage is to improve, maintain and construct new roadways to the benefit of all residents in Midland County.

Major & Local Streets

The City of Midland receives funds from the State of Michigan (in accordance with Act 51, Public Acts 1951, as amended), which distributes gas and weight tax revenues to all cities, villages and counties within the State of Michigan based on the mileage of the Major and Local Street systems of each City, village or county. These funds are utilized to reconstruct, resurface, repair and maintain the community's street system, including snow plowing.

While Major and Local Street funding available from gas and weight tax remains flat, in November 2014 Midland County voters approved a 1 mil increase in road millage for a period of four years. This increase, when combined with the existing County road millage, will provide a two mil levy towards roads for a period of two years. In November of 2016 we anticipate a ballot initiative to renew the original long standing County road millage. For the City of Midland this increase will provide funding that will go towards major road reconstruction within our aging street system. The first levy of the new four-year millage became available in January 2016.

Enterprise Funds

Enterprise Funds account for specific services that are funded directly by fees, charges to users, self-generated revenue and/or bonding. These include the following services provided by the City of Midland Utility Department:

- Water services
- Wastewater services
- Landfill services
- Renewable Energy services

These funds are intended to be fully self-supporting and are not typically subsidized by any general fund revenue or taxes. Within each Enterprise Fund, budgets are developed which are sufficient to fund current year operations and maintenance expenses, as well as provide for current and future years' upgrade, replacement, and expansion-related capital construction requirements.

Grants and Donations

Some projects are entirely or partially funded by grants and reimbursements from the state and federal government and other agencies, or by donations from local charitable organizations. The receipts of certain grants and reimbursements typically follow the award of contracts. Donations are more typically offered and received in advance of project initiation.

Department Coordination

The Engineering Department meets annually with the City's Department of Public Services, Wastewater and Water Departments to revise the Construction Project Priority List which leads to the Capital Improvement Plan. Included in the coordination process is a review of immediate capital needs to existing utility and street infrastructure.

Resident Requests/Public Involvement

Each year, the Engineering Department undertakes an aggressive program to maintain and upgrade our streets and utilities such as water and sewer. As part of that program, residents may request that the City of Midland consider specific public improvement projects.

During the month of October, property owners may submit a request for new infrastructure construction at unimproved locations only, such as: no existing water or sewer main; gravel streets; no sidewalks. Investments in new infrastructure follow along with the Master Plan and budget goals and are prioritized based on the following:

- Maintain or improve standards of service
- Protect public health, safety, or welfare
- Result in economic development (capital investment, increased tax base, or increased valuation)
- Reduce energy consumption and/or improve environmental sustainability
- Have an identified source of funding
- Be ready to proceed
- Be coordinated with other capital improvements

Petitions for new public infrastructure are taken to City Council during the month of December. Council evaluates each project and determines which, if any, projects should be advanced for further consideration. Projects which are advanced by City Council are then returned to the Engineering Department for cost estimating and feasibility review. During the month of January, the City Council reviews the estimates and feasibility of the project and makes a determination if the petitioned project for new infrastructure will proceed.

Requests for review of current infrastructure conditions and consideration for improvements are accepted in writing throughout the year. During the annual review and construction project priority process these requests are considered.

The construction project priority process includes a series of meetings with the Department of Public Works, the Water and Wastewater Departments to determine street and utility improvement needs. The Engineering Department utilizes inventory of street conditions combined with needs of Public Works are used to determine what mix of fixes is most effective for an annual street program. This program is reviewed by the Finance Department to ensure that sufficient funding is available. In the limited funding environment we develop a program to make the best use of available funds.

As existing infrastructure ages the condition degrades. Expenditures to maintain or repair a street are less if the issue is addressed earlier in the structure's life cycle. The more degraded a structure the more costly the repair. For this reason the City implements a mix of repairs for various road conditions. Surface treatments are utilized to extend the service life of a roadway, prior to degrading. A pavement rehabilitation is done for streets. The most costly repairs are used on roadways where full reconstruction needs to occur.



CAPITAL IMPROVEMENT PLAN

Summary of Capital Projects

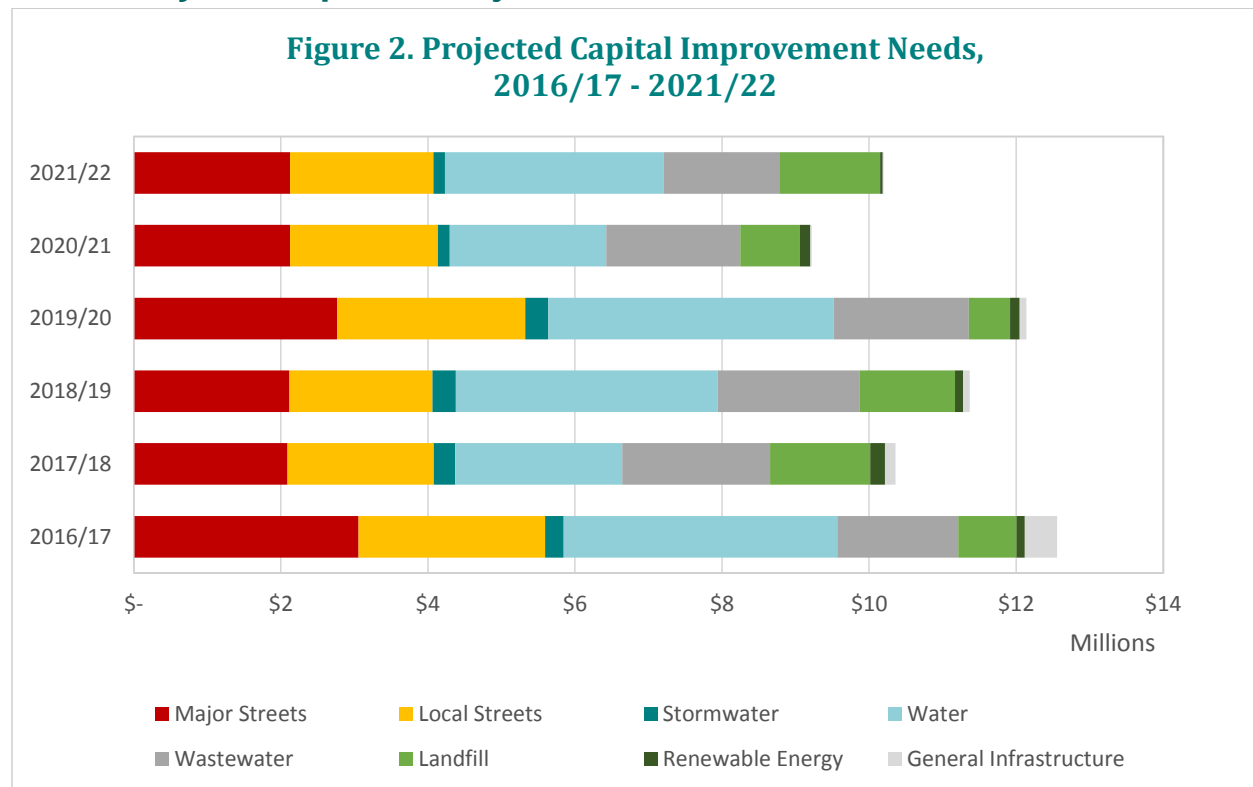


Table 1. Summary of Capital Improvement Projects

	Budget Year						
CIP Projects	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	Total
Major Streets	3,057,000	2,091,000	2,117,000	2,765,000	2,125,000	2,123,000	14,278,000
Local Streets	2,535,000	1,987,000	1,943,000	2,559,000	2,013,000	1,950,000	12,987,000
Stormwater	253,000	295,000	320,000	313,000	160,000	160,000	1,501,000
Water	3,722,650	2,268,180	3,558,450	3,880,850	2,125,000	2,977,000	18,532,130
Wastewater	1,646,000	2,013,000	1,930,000	1,837,500	1,825,000	1,580,000	10,831,500
Landfill	790,000	1,360,000	1,300,000	560,000	810,000	1,360,000	6,180,000
Renewable Energy	112,500	202,500	110,000	133,000	145,000	35,000	738,000
General Infrastructure	441,000	141,000	91,000	91,000	15,000	15,000	794,000
Total	12,557,150	10,357,680	11,369,450	12,139,350	9,218,000	10,200,000	65,841,630

Major Streets

The City of Midland is responsible for 80 miles of major streets and 16 miles of state trunk line. Major streets include Principal Arterials, Minor Arterials, and Collector Streets based on the Federal Highway Administration's (FHWA) National Functional Classification (NFC). The City also provides maintenance and replacement of over 10,000 traffic signs, maintains over 90 signalized intersections, and provides over 80 miles of pavement markings for all categories of streets.

Major street improvement projects have been organized into the following project types:

- **FACILITY** – These projects include bridge improvements and other infrastructure projects.
- **GENERAL** – These projects include general capital maintenance.
- **PLANNED PROJECTS UNDER \$100,000** – These projects include planned projects with estimated costs less than \$100,000.
- **PLANNED PROJECTS \$100,000 - 499,999** – These projects include large capital projects with estimated costs between \$100,000 and \$499,999.
- **PLANNED PROJECTS \$500,000 AND GREATER** – These projects include large capital projects with estimated costs \$500,000 and greater.
- **ENGINEERING** – These projects include engineering studies and preliminary design work.

Table 2. Major Street Improvement Projects

CIP Item	Budget Year						TOTAL
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
Facility	667,000	166,000	0	0	0	0	833,000
General	275,000	275,000	275,000	275,000	275,000	0	1,375,000
Planned Projects Under \$100,000	246,000	0	0	0	0	0	246,000
Planned Projects \$100,000-499,999	979,000	1,043,000	1,306,000	1,065,000	600,000	788,000	5,781,000
Planned Projects \$500,000 and greater	850,000	587,000	516,000	1,400,000	1,225,000	1,335,000	5,913,000
Engineering	40,000	20,000	20,000	25,000	25,000	0	130,000
Total	3,057,000	2,091,000	2,117,000	2,765,000	2,125,000	2,123,000	14,278,000

Where possible, planned projects for major streets are coordinated with water and wastewater projects.

The following is a summary of major street improvements planned for the next 6 years:

- **FACILITY**

- The City's share of the M-20 bridge project is estimated at \$167,000 in 2016/17 and \$166,000 in 2018/19
- W. St. Andrews Road bridge at Snake Creek is estimated at \$500,000 in 2016/17

- **GENERAL**

- Non-motorized improvements are estimated at \$10,000 annually in 2016/17 – 2020/21
- Traffic sign upgrades are estimated at \$35,000 in 2016/17 – 2018/19 and \$30,000 in 2019/20 – 2020/21
- Traffic signal upgrades are estimated at \$30,000 in 2016/17 – 2018/19 and \$35,000 in 2019/20 – 2020/21
- Ditch cleaning for \$50,000 annually in 2016/17 – 2020/21
- Surface treatment and crack sealing at \$150,000 annually in 2016/17 – 2020/21

- **PLANNED PROJECTS UNDER \$100,000**

- In 2016/17, the City forecasts three (3) projects including Main, N. Saginaw, and Saginaw for a total cost of \$246,000

- **PLANNED PROJECTS \$100,000 - 499,999**

- In 2016/17, the City forecasts five (5) projects including Saginaw, W. Wackerly, Cambridge, Waldo, and E. St. Andrews for a total cost of \$979,000
- In 2017/18, the City forecasts three (3) projects including Washington, E. Nelson, and Eastlawn for a total cost of \$1,043,000
- In 2018/19, the City forecasts four (4) projects including Haley, Saginaw, Pershing, and Orchard for a total cost of \$1,306,000
- In 2019/20, the City forecasts three (3) projects including George, W. Wackerly, and E. Wheeler for a total cost of \$1,065,000
- In 2020/21, the City forecasts two (2) project including Main and Rockwell for a total cost of \$600,000

- In 2021/22, the City forecasts three (3) project including W. St. Andrews, W. Sugnet, and Joe Mann for a total cost of \$788,000

- **PLANNED PROJECTS \$500,000 AND GREATER**

- In 2016/17, the City forecasts one (1) project including Eastman for a total cost of \$850,000
- In 2017/18, the City forecasts one (1) projects including Carpenter for a total cost of \$587,000
- In 2018/19, the City forecasts one (1) projects including W. Wheeler for a total cost of \$516,000
- In 2019/20, the City forecasts two (2) projects including E. Sugnet and N. Saginaw for a total cost of \$1,400,000
- In 2020/21, the City forecasts two (2) projects including W. St. Andrew and Saginaw for a total cost of \$1,225,000
- In 2021/22, the City forecasts two (2) projects W. St. Andrew and Jefferson for a total cost of \$1,335,000

- **ENGINEERING**

- Preliminary engineering services for \$40,000 in 2016/17, \$20,000 in 2017/18 and 2018/19, and \$25,000 in 2019/20 – 2020/21.

Local Streets

The City of Midland is responsible for 160 miles of local streets. Major streets include Principal Arterials, Minor Arterials, and Collector Streets based on the Federal Highway Administration's (FHWA) National Functional Classification (NFC). The local street system is comprised of all facilities not included in the higher classification systems.

Local street improvement projects have been organized into the following project types:

- **GENERAL** – These projects include general capital maintenance.
- **PLANNED PROJECTS UNDER \$50,000** – These projects include projects with estimated costs less than \$50,000.
- **PLANNED PROJECTS \$50,000 - 199,999** – These projects include large capital projects with estimated costs between \$50,000 and \$199,999.
- **PLANNED PROJECTS \$200,000 AND GREATER** – These projects include large capital projects with estimated costs \$200,000 and greater.

Table 3. Local Street Improvement Projects

CIP Item	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	TOTAL
General	450,000	500,000	500,000	500,000	500,000	0	2,450,000
Planned Projects Under \$50,000	94,000	0	0	0	0	0	94,000
Planned Projects \$50,000 - 199,999	1,131,000	407,000	226,000	547,000	1,097,000	905,000	4,313,000
Planned Projects \$200,000 and greater	860,000	1,080,000	1,217,000	1,512,000	416,000	1,045,000	6,130,000
Total (\$)	2,535,000	1,987,000	1,943,000	2,559,000	2,013,000	1,950,000	12,987,000

Where possible, planned projects for local streets are coordinated with water and wastewater projects.

The following is a summary of local street improvements planned for the next 6 years:

- **GENERAL**
 - Curb replacement and pavement patching \$150,000 in 2016/17 and \$200,000 annually in 2017/18 – 2020/21
 - Surface treatment, crack sealing, and sidewalk ramp reconstruction for \$300,000 in annually in 2016/17 – 2020/21

- **PLANNED PROJECTS UNDER \$50,000**

- In 2016/17, the City forecasts six (6) projects including Harrison, Woodlawn, Blarney, Ohio, Leeway, and Rockwell for a total cost of \$94,000

- **PLANNED PROJECTS \$50,000 - \$199,999**

- In 2016/17, the City forecasts nine (9) projects including Ottawa, Leonard, Crane, Rosemary, Boston (2), Kentwood, Highbrook, and Westbriar for a total cost of \$1,131,000
- In 2017/18, the City forecasts three (3) projects including St. Nicholas, Sayre, and Jay for a total cost of \$407,000
- In 2018/19, the City forecasts two (2) projects including Richard and Townsend for a total cost of \$226,000
- In 2019/20, the City forecasts five (5) projects including Byrd, W. Nickels, Adams, Bauss, and Federal for a total cost of \$547,000
- In 2020/21, the City forecasts seven (7) projects including Dilloway, W. Collins, Virginia, Mertz, Paine, Hamilton, and Hancock for a total cost of \$1,097,000
- In 2021/22, the City forecasts six (6) projects including Burrell, Lindy, Hubbard, Pine, Greenbrier, and Reardon for a total cost of \$905,000

- **PLANNED PROJECTS \$200,000 AND GREATER**

- In 2016/17, the City forecasts three (3) projects including Jerome, Bayliss, and E. Meadowbrook for a total cost of \$860,000
- In 2017/18, the City forecasts three (3) projects including Chapel, Diamond, and Airport for a total cost of \$1,080,000
- In 2018/19, the City forecasts four (4) projects including Airfield, Manor, Gibson, and Buchanan for a total cost of \$1,217,000
- In 2019/20, the City forecasts five (5) projects including Airport, Woodview, Mark Putnam, Whitewood, and Schuette for a total cost of \$1,512,000
- In 2020/21, the City forecasts two (2) projects including Airfield and Fitzhugh for a total cost of \$416,000
- In 2021/22, the City forecasts four (4) projects including N. Perrine, Cortland, Concord, and Cruz for a total cost of \$1,045,000

Stormwater

The storm maintenance staff is responsible for maintaining nearly 180 miles of storm sewer. The storm system is cleaned on a four-year rotation. Progress is tracked using a computerized work order system. Open drains throughout the city are inspected for debris after major rainfalls.

Stormwater improvement projects have been organized into the following project types:

- **EQUIPMENT** – These projects include specialized equipment or system components.
- **FACILITY** – These projects include site specific projects such as buildings, outfalls, ditches, culverts, and basins.

Table 4. Stormwater Improvement Projects

CIP Item	Budget Year						TOTAL
	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	
Equipment	43,000	35,000	60,000	53,000	10,000	10,000	211,000
Facility	210,000	260,000	260,000	260,000	150,000	150,000	1,290,000
Total	253,000	295,000	320,000	313,000	160,000	160,000	1,501,000

Where possible, planned projects for stormwater are coordinated with street projects.

The following is a summary of stormwater improvements planned for the next 6 years:

- **EQUIPMENT**
 - Catch basin lead new installations for \$25,000 in 2016/17 - 2017/18 and \$35,000 in 2018/19 – 2019/20
 - Catch basin lead replacements for \$10,000 annually
 - Root cutter for \$8,000 in 2016/17
 - Camera upgrade for \$15,000 in 2018/19
 - Large line sand nozzle for \$8,000 in 2019/20
- **FACILITY**
 - Culvert replacement for \$100,000 in 2016/17 and \$150,000 annually in 2017/18 – 2021/22
 - Outfall and open ditch rehabilitation for \$110,000 annually in 2016/17 – 2019/20

Water

The City of Midland's water comes from Lake Huron via the jointly owned Saginaw- Midland Municipal Water Supply Corporation pipeline. The City maintains 48" and 36" raw water transmission lines from Saginaw-Midland Municipal Water Supply Corporation to the City of Midland Water Treatment Plant. The water treatment plant is capable of producing 48 million gallons a day of high quality water.

The water transmission and distribution system is comprised of over 359 miles of water main providing water for fire protection, business, industry and individual customers in the City of Midland, Homer Township, Larkin Township, Midland Township, Mills Township, Water District #1 of Midland County and the City of Auburn. The Distribution staff also administers the City's Cross Connection Control Program to protect the system from backflow potential.

The system consists of five (5) pump stations including: industrial pumping, domestic pumping, pressure district pumping and booster pump stations. The City also maintains 3,193 fire hydrants including auxiliary valves.

Water improvement projects have been organized into the following project types:

- **EQUIPMENT** – These projects include specialized equipment or system components.
- **FACILITY** – These projects include site specific projects such as buildings, outfalls, ditches, culverts, and basins.
- **PLANNED PROJECTS UNDER \$100,000** – These projects include projects with estimated costs less than \$100,000.
- **PLANNED PROJECTS \$100,000 - 499,999** – These project include large capital projects with estimated costs between \$100,000 and \$499,999.
- **PLANNED PROJECTS \$500,000 AND GREATER** – These projects include large capital projects with estimated costs \$500,000 and greater.

Table 5. Water Improvement Projects

CIP Item	Budget Year						TOTAL
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
Equipment	41,000	40,000	8,000	45,000	0	85,000	219,000
Facility	1,185,000	895,000	1,780,000	2,155,000	950,000	1,850,000	8,815,000
Planned Projects Under \$100,000	165,650	130,880	166,200	0	0	215,000	677,730
Planned Projects \$100,000 - 499,999	1,498,000	602,300	1,604,250	830,850	1,175,000	827,000	6,537,400
Planned Projects \$500,000 and greater	833,000	600,000	0	850,000	0	0	2,283,000
Total	3,722,650	2,268,180	3,558,450	3,880,850	2,125,000	2,977,000	18,532,130

Where possible, planned projects for water are coordinated with local and major street projects.

The following is a summary of water improvements planned for the next 6 years:

- EQUIPMENT**

- Pipe trailer with box for appurtenances for \$8,000 in 2016/17
- Surface wash pump \$15,000 in 2016/2017
- Vibration tester for \$10,000 in 2016/17
- Utility locator for \$8,000 in 2016/17 and 2018/19
- Radio communication replacement for \$40,000 in 2017/18
- Scissor lift for \$28,000 in 2019/20
- Lawn mower \$17,000 in 2019/20
- Horizontal directional drill machine for \$85,000 in 2021/22

- FACILITY**

- Valley Drive building maintenance estimated at \$15,000 for 2016/17
- Filter control consoles for \$50,000 in 2016/17
- Surge relief valve for \$10,000 in 2016/17
- Freight elevator \$300,000 requested in 2016/17

- Industrial valve replacement (9 valves) for a total cost of \$50,000 in 2016/17
 - New water services for \$150,000 annually 2016/17 – 2021/22
 - Security upgrades for \$60,000 in 2016/17, 2017/18, and 2019/20 with \$300,000 of security upgrades planned for 2018/19
 - HVAC improvements for \$210,000 in 2016/17, \$290,000 in 2018/19, \$200,000 in 2019/20, \$800,000 in 2020/21, and \$900,000 in 2021/22
 - Concrete reservoir rehabilitation program costs estimated at \$340,000 in 2016/17, \$60,000 in 2017/18, and \$80,000 in 2018/19 – 2019/20
 - Industrial pump MCC replacement for \$500,000 in 2017/18
 - Township pressure improvements for \$100,000 in 2017/18 – 2019/20
 - Domestic reservoir baffle system for \$120,000 in 2018/19
 - Filter level measurement for nine (9) filters for \$50,000 in 2018/19
 - Control system replacement for \$25,000 in 2017/18 and \$250,000 in 2018/19
 - Domestic pump MCC replacement for \$440,000 in 2018/19 and 2019/20
 - Carbon feed system replacement for \$250,000 in 2019/20
 - Flow meter replacement for fourteen (14) meters for \$250,000 in 2019/20
 - Industrial meter replacement for \$30,000 in 2019/20
 - Lime feed system for \$200,000 in 2019/20
 - Lime silo painting for \$45,000 in 2019/20
 - Process piping painting for \$200,000 in 2019/20
 - Raw water reservoir aeration system for \$150,000 in 2019/20
 - East plant refit for \$800,000 in 2021/22
- **PLANNED PROJECTS UNDER \$100,000**
 - In 2016/17, the City forecasts eight (8) projects including Woodlawn, Sandy Ridge, Leeway, Blarney, Noeske, Boston, Leonard, and Ottawa for a total cost of \$165,650

- In 2017/18, the City forecasts two (2) projects including Eastlawn and Sayre for a total cost of \$130,880
- In 2018/19, the City forecasts three (3) project including W. Wheeler, Richard, and Pershing for a total cost of \$166,200
- In 2021/22, the City forecasts four (4) projects including Burrell, Concord, River, and Helen for a total cost of \$215,000

- **PLANNED PROJECTS \$100,000 - 499,999**

- In 2016/17, the City forecasts nine (9) projects including Crane, Cambridge, W. Wackerly, Kentwood, Rosemary, Bayliss, Ohio, Westbrier, and E. Meadowbrook for a total cost of \$1,503,000
- In 2017/18, the City forecasts two (2) projects including E. Nelson and Chapel for a total cost of \$602,300
- In 2018/19, the City forecasts seven (7) projects including Saginaw, Buchanan, Airfield, Haley, Manor, Austin, and E. Wackerly for a total cost of \$1,604,250
- In 2019/20, the City forecasts four (4) projects including Austin, E. Wackerly, Federal, and N. Greenbelt for a total cost of \$830,850
- In 2020/21, the City forecasts seven (7) projects including Mertz, Paine, Saginaw, Hamilton, Hancock, and W. St. Andrews (2) for a total cost of \$1,175,000
- In 2021/22, the City forecasts six (6) projects including Cortland, W. St. Andrews, Poseyville, Michigan, Plumer, and St. Charles for a total cost of \$827,000

- **PLANNED PROJECTS \$500,000 AND GREATER**

- In 2016/17, the City forecasts one (1) project including Waldo for a total cost of \$833,000
- In 2017/18, the City forecasts one (1) project including Carpenter for a total cost of \$600,000
- In 2019/20, the City forecasts one (1) project including E. Wheeler for a total cost of \$850,000

Wastewater

The City's wastewater system includes nearly 207 miles of sanitary sewers, 40 pump stations and 14 stand by generators at major pump stations. The City of Midland Wastewater Treatment Plant has a one megawatt standby diesel generator to run critical loads during a power outage. The plant is a "Class A" sewage treatment plant with a design capacity of 10.0 million gallons a day (MGD) and a hydraulic capacity of 18.0 MGD. The City of Midland recycles approximately 3.5 million gallons of bio-solids each year in lieu of landfill disposal.

Staff has carefully reviewed its 20 year Asset Management Program and budgets and prioritizes capital expenditures to extend the life of the treatment plant and to keep it operating at peak efficiency. The sanitary system is cleaned and repaired as necessary on a two-year rotation.

Wastewater improvement projects have been organized into the following project types:

- **GENERAL** – These projects include general capital maintenance programs.
- **EQUIPMENT** – These projects include specialized equipment or system components.
- **FACILITY** – These projects include capital improvements at the wastewater treatment plant.
- **PLANNED PROJECTS**– These projects include sanitary sewer projects and pump stations.

Table 6. Wastewater Improvement Projects

CIP Item	Budget Year						TOTAL
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
General	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Equipment	150,000	85,000	205,000	435,000	585,000	285,000	1,745,000
Facility	946,000	1,078,000	825,000	1,102,500	940,000	995,000	5,886,500
Planned Project	250,000	550,000	600,000	0	0	0	1,400,000
Total	1,646,000	2,013,000	1,930,000	1,837,500	1,825,000	1,580,000	10,831,500

Where possible, planned projects for wastewater are coordinated with local and major street projects.

The following is a summary of wastewater improvements planned for the next 6 years:

- **GENERAL**
 - Manhole rehabilitation and lateral lining \$100,000 annually 2016/17-2021/22
 - Miscellaneous sewer repairs and linings \$200,000 annually 2016/17-2021/22
- **EQUIPMENT**
 - Flow meter \$20,000 in 2016/17 and \$40,000 in 2020/21

- Forcemain evaluation/replacement at the Dow Chemical site \$60,000 in 2016/17, \$150,000 in 2018/19, \$350,000 in 2019/20, \$500,000 in 2020/21, and \$100,000 in 2021/22.
 - Gas monitor \$10,000 in 2018/19
 - Pump stations – telemetry \$7,500 in 2016/17 and \$10,000 in 2017/18 – 2021/22
 - Pump stations – generator \$100,000 in 2021/22
 - Sewage valves \$30,000 in 2016/17 and 2017/18 and \$35,000 in 2018/19 – 2021/22
 - Spot lining equipment \$7,500 in 2016/17, \$20,000 in 2017/18, \$15,000 in 2019/20, and \$15,000 in 2021/22
 - Waste pump \$25,000 in 2016/17, 2017/18, 2019/20, and 2021/22
- FACILITY
 - Auto sampler \$15,000 in 2021/22
 - Bar screen \$250,000 in 2016/17 and 2017/18 and \$275,000 in 2021/22
 - Centrifugal pump \$18,000 in 2016/17, \$30,000 in 2017/18 – 2020/21, and \$35,000 in 2021/22
 - Citi works \$15,000 in 2018/19 and \$7,500 in 2019/20
 - Fiber optic throughout \$15,000 in 2016/17
 - Gear boxes \$15,000 in 2016/17, \$20,000 in 2017/18, and \$35,000 in 2019/20
 - Grit building heat recovery \$125,000 in 2020/21
 - Intermediate pump house \$75,000 in 2019/20 – 2021/22
 - Main pump house lift \$110,000 in 2016/17 – 2018/19
 - Plant facilities roof \$105,000 in 2017/18 – 2018/19 and \$125,000 in 2019/20 – 2021/22
 - Plant improvements \$250,00 in 2016/17 – 2018/19 and 2020/21 – 2021/22
 - Plant ultraviolet \$50,000 in 2016/17, \$250,000 in 2017/18 – 2018/19, and \$750,000 in 2019/20
 - PLC equipment \$20,000 in 2016/17 – 2019/20 and \$25,000 in 2020/21 – 2021/22
 - Security lighting replacements \$15,000 in 2019/20

- Security upgrades \$50,000 in 2016/17 and \$15,000 in 2020/21
- Sludge thickener \$30,000 in 2016/17 and \$150,000 in 2020/21 – 2021/22
- Submersible pump \$30,000 in 2016/17 and \$35,000 in 2017/18 – 2021/22
- Trickling filter arm, east secondary filter \$100,000 in 2016/17 and 2020/21
- Variable frequency drive \$8,000 in 2016/17 – 2017/18 and \$10,000 in 2018/19 – 2021/22

- **PLANNED PROJECTS**

- In 2016/17 and 2017/18, the City has planned for sewer rehabilitation Elizabeth to Main for \$250,000 annually
- In 2017/18, the City has planned for sewer improvements along Waldo for a cost of \$300,000
- In 2018/19, the City has planned for a new pump station at Waldo and White for a cost of \$600,000

Landfill

The City of Midland owns and operates a MDEQ-licensed solid waste disposal facility located at 4311 E. Ashman Street, Midland, Michigan. The Landfill site consists of approximately 329 acres. Staff processes an average of over 100 vehicles per day, which amounts to roughly 550 tons per day of waste being buried.

As part of the natural decomposition process, the solid waste within the landfill generates landfill gas, a combination of methane, carbon dioxide and a small concentration of other chemical compounds. The methane content of the gas will be harnessed and used as a fuel for creating electricity. A gas pipeline system is located in road right-of-ways, and easements along public roads and residential driveways, and is used for the conveyance of the methane gas from the CML to the Landfill gas to energy facility located at the City of Midland's Wastewater Treatment Plant (WWTP).

The Gas-To-Energy (GTE) facility houses two Caterpillar 3520 engine/generators capable of producing 1600 kilowatts of electricity each. This City has a long-range agreement with the Dow Chemical Company to sell all the energy the GTE facility produces.

The site began filling the current waste disposal site, Cell 16, with residential refuse in fiscal year 2007-08. Partially filled Cells 14 and 15 are now being used for Type III (soil and construction debris) waste disposal. Waste disposal operations are being managed to optimize future potential for decomposition gas. Including permitted future cells, the site has over 40 years remaining.

A landfill gas collection and control system (GCCS) has been in operation since summer 2010. The GCCS collects the gas byproduct of waste decomposition and sends the gas to the gas-to-energy plant located at the City's Wastewater Treatment facility.

Finally, in 2014 the bioreactor program began in Cells 15 and 16. The bioreactor accepts treated biosolids sludge from the City's Wastewater Treatment Plant into the garbage received that day.

The City also runs a large scale yard waste composting operation on the property. Over 40,000 cubic yards of leaves and grass are ground, mixed, rotated several times and eventually screened to generate high-quality compost.

Landfill improvement projects have been organized into the following project types:

- **EQUIPMENT** – These projects include specialized equipment or system components.
- **FACILITY** – These projects include capital improvements at the landfill site.

Table 7. Landfill Improvement Projects

CIP Item	Budget Year						TOTAL
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
Equipment	10,000	275,000	250,000	265,000	10,000	265,000	1,075,000
Facility	780,000	1,085,000	1,050,000	295,000	800,000	1,095,000	5,105,000
Total	790,000	1,360,000	1,300,000	560,000	810,000	1,360,000	6,180,000

Where possible, Landfill projects will be coordinated with Renewable Energy projects.

The following is a summary of landfill improvements planned for the next 6 years:

- **EQUIPMENT**

- 3-in-1 digital equipment \$10,000 in 2016/17 and 2020/21
- Excavator replacement \$250,000 in 2018/19
- Waste oil burner \$10,000 in 2017/18
- Waste tarp cover \$15,000 in 2017/18, 2019/20, and 2021/22
- Wheel loader \$250,000 in 2017/18, 2019/20, and 2021/22

- **FACILITY**

- Building improvements \$20,000 in 2017/18
- Construction and Demolition Debris Type III site \$1,000,000 in 2021/22
- Cell 15 interim cover \$30,000 in 2016/17, 2018/19, and 2021/22
- Cell 16 interim cover \$30,000 in 2019/20
- Cell 17 development \$750,000 in 2016/17 and \$1,000,000 in 2017/18 – 2018/19
- Garbage compactor \$800,000 in 2020/21
- Land acquisition \$200,000 in 2019/20
- Portable fencing \$20,000 in 2018/19
- Road improvements for landfill site \$65,000 in 2017/18, 2019/20, and 2021/22

Renewable Energy

As part of the natural decomposition process, the solid waste within the City's landfill generates landfill gas, a combination of methane, carbon dioxide and a small concentration of other chemical compounds. The methane content of the gas is harnessed and used as a fuel for creating electricity. A gas pipeline system is located in road right-of-ways, and easements along public roads and residential driveways, and is used for the conveyance of the methane gas from the city landfill gas to energy facility located at the site between the City of Midland's Wastewater Treatment Plant (WWTP) and Water Plant.

The Gas-To-Energy (GTE) facility houses two Caterpillar 3520 engine/generators capable of producing 1600 kilowatts of electricity each. This City has a long-range agreement with the Dow Chemical Company to sell all the energy the GTE facility produces.

A landfill gas collection and control system (GCCS) has been in operation since summer 2010. The GCCS collects the gas byproduct of waste decomposition and sends the gas to the gas-to-energy plant located at the City's Wastewater Treatment facility.

Renewable energy improvement projects have been organized into the following project types:

- **EQUIPMENT** – These projects include specialized equipment or system components.
- **MISCELLANEOUS** – These projects include miscellaneous valves and controls.

Table 8. Renewable Energy Improvement Projects

CIP Item	Budget Year						TOTAL
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
Equipment	95,000	195,000	100,000	113,000	135,000	10,000	648,000
Miscellaneous	17,500	7,500	10,000	20,000	10,000	25,000	90,000
Total	112,500	202,500	110,000	133,000	145,000	35,000	738,000

Where possible, Renewable Energy projects will be coordinated with Landfill projects.

The following is a summary of renewable energy improvements planned for the next 6 years:

- **EQUIPMENT**
 - Air Compressor \$25,000 in 2017/18 and 2020/21
 - Chiller Compressor replacement for \$5,000 in 2016/17, \$8,000 in 2019/20, and \$10,000 in 2021/22
 - Chiller engineering evaluation \$35,000 in 2017/18
 - H2S removal from gas stream evaluation is estimated at \$40,000 in 2017/18

- Major components replacement \$90,000 in 2016/17, \$95,000 in 2017/18, \$100,000 in 2018/19, \$105,000 in 2019/20, and \$110,000 in 2020/21

- MISCELLANEOUS

- Miscellaneous PLC controls \$7,500 in 2016/17 and 2017/18, \$10,000 in 2018/19 to 2020/21, and \$15,000 in 2021/22
- Miscellaneous valves \$10,000 in 2016/17, 2019/20, and 2021/22

General Infrastructure

The general category is a catch-all of infrastructure improvement projects within the City of Midland. General projects include non-motorized projects, wayfinding, street light upgrades, and pavement projects in the Midland Municipal Cemetery and other City facilities. In the future, the infrastructure capital improvement plan may be expanded to incorporate other capital improvements such as parks, police, fire, and City buildings.

General infrastructure projects have been organized into the following project types:

- **GENERAL** – These projects include general capital maintenance.
- **FACILITY** – These projects include capital improvements to infrastructure not covered by the more generic descriptions of streets, stormwater, water, wastewater, landfill and renewable energy.
- **PLANNED PROJECTS** – These projects include specific infrastructure projects that are of a non-recurring or irregular nature.

Table 9. General Infrastructure Improvement Projects

CIP Item	Budget Year						TOTAL
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
Facility	265,000	15,000	15,000	15,000	15,000	15,000	340,000
General	71,000	76,000	76,000	76,000	0	0	299,000
Planned Projects	105,000	50,000	0	0	0	0	155,000
Total	441,000	141,000	91,000	91,000	15,000	15,000	794,000

The following is a summary of general infrastructure improvements planned for the next 6 years:

- **GENERAL**
 - Sidewalk improvements engineering \$10,000 annually 2016/17 – 2021/22
 - Sidewalk improvements \$40,000 annually 2016/17 – 2021/22
 - Street light upgrades \$6,000 annually 2016/17 – 2021/22
 - Wayfinding signs \$15,000 in 2016/17 and \$20,000 in 2017/18 – 2019/20

- FACILITY

- Cemetery streets \$15,000 annually 2016/17 – 2021/22
- W. St. Andrews Road bridge at Snake Creek (50% General, 50% Major Streets) \$250,000 in 2016/17

- PLANNED PROJECTS

- Downtown paver project \$50,000 in 2016/17
- M-20 bridge illumination \$50,000 in 2016/17 and 2017/18
- Northwood sidewalk \$5,000 in 2016/17

[INTENDED AS REAR COVER]

Backup material for agenda item:

4. Adopting the City of Midland Public Participation Plan. KAYE

SUMMARY REPORT TO CITY MANAGER
for City Council Meeting of July 25, 2016

SUBJECT: Public Participation Plan.

SUMMARY: THIS RESOLUTION WILL ADOPT THE CITY OF MIDLAND PUBLIC PARTICIPATION PLAN TO FULFILL THE REQUIREMENTS OF BEST PRACTICE 1.2 OF THE REDEVELOPMENT READY COMMUNITIES PROGRAM

ITEMS ATTACHED:

1. Letter to City Manager.
2. Resolution for City Council Action.
3. Staff Report to Planning Commission dated July 6, 2016.
4. Planning Commission minutes of July 12, 2016.
5. Public Participation Plan dated July 12, 2016.

COUNCIL ACTION:

1. Public hearing is not required.
2. 3/5 vote required to approve resolution.



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/djm

7-20-16



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

July 20, 2016

Jon Lynch, City Manager
City Hall – 333 West Ellsworth Street
Midland, MI 48640

Dear Mr. Lynch:

The City of Midland was selected by the Michigan Economic Development Corporation (MEDC) for participation in the statewide Redevelopment Ready Communities (RRC) Program. RRC is a voluntary, no cost program that assists local municipalities in establishing a sound foundation for redevelopment and investment to occur in their communities. Jennifer Rigterink and Nate Scramlin, Redevelopment Ready Communities representatives, presented an overview of this program to City Council during the August 25, 2014 meeting. A Memorandum of Understanding was subsequently signed by the City. Following that, MEDC staff initiated a review of Midland's policies and practices relative to economic development initiatives.

One requirement for certification as a Redevelopment Ready Community is preparation and adoption of a Public Participation Plan summarizing public involvement opportunities and procedures. This plan is not intended to change current policy, but rather documents the methods and means by which public involvement is now encouraged and permitted by the City of Midland.

To fulfill this certification requirement, a City of Midland Public Participation Plan was presented to the Midland City Planning Commission for initial review and comment in November of 2015. The Plan identifies a variety of public input related topics, ranging from what bodies will hear public comment, how and when public comment can be offered and how information is disseminated from the city to the public. Importantly, it also establishes goals upon which our current and future public input processes are to be based.

Upon initial review, the Planning Commission requested several minor revisions and additions to the document. Those revisions were presented at the July 12, 2016 Planning Commission meeting, at which time the full document was recommended for approval. City Council review and adoption is now requested to satisfy the best practice requirements of the RRC program. A public hearing is not required prior to adoption.

Respectfully,

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, the City of Midland was previously accepted into the Redevelopment Ready Communities (RRC) program and a Memorandum of Understanding to proceed with the program was first authorized by City Council in September of 2014; and

WHEREAS, in May of 2015, Michigan Economic Development Corporation (MEDC) completed their community assessment report, which was subsequently presented to Midland City Council in June of 2015; and

WHEREAS, in July, 2015, City Council confirmed their intent to continue participating in the program and move towards Redevelopment Ready Community certification; and

WHEREAS, a City of Midland Public Participation Plan was presented for initial review and comment to the Planning Commission in November of 2015; and

WHEREAS, upon initial review, several changes and minor updates were requested by the Planning Commission; and

WHEREAS, on July 12, 2016, the Planning Commission unanimously recommended approval of the revised Public Participation Plan; now therefore

RESOLVED, that the City Council hereby adopts the Public Participation Plan attached hereto to comply with Best Practice 1.2 of the Redevelopment Ready Communities Program.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, July 25, 2016.

Selina Tisdale, City Clerk



Memo

To: City of Midland Planning Commission

From: C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

Date: July 6, 2016

Re: Redevelopment Ready Communities – Best Practice 1-3

The City of Midland was previously accepted into the Redevelopment Ready Communities (RRC) program and a Memorandum of Understanding (MOU) to proceed with the program was first authorized by City Council in September of 2014. In May of 2015, Michigan Economic Development Corporation (MEDC) completed their community assessment report, which was subsequently presented to Midland City Council in June of 2015. In July, City Council confirmed their intent to continue participating in the program and move towards Redevelopment Ready Community (RRC) certification.

Over the summer of 2015, with the assistance of Planning Department Intern Andrew Flory, the Planning and Community Development Department worked on several required components under the RRC program. The first, a Planning Commission Guidebook, was presented in August and, based on feedback received, has been further reviewed and updated. It will be presented again at a future Planning Commission meeting for additional Planning Commission review and comment.

The second document, being a City of Midland Public Participation Plan was presented for initial review and comment in November of 2015. This document is intended to fulfill the requirements of Best Practice 1.2 requires that the City prepare and adopt a Public Participation Plan. This plan is not intended to change current policy, but rather documents the methods and means by which public involvement is now encouraged and permitted by the City of Midland.

The Public Participation Plan identifies a variety of public input related topics, ranging from what bodies will hear public comment, how and when public comment can be offered, and how information is disseminated from the city to the public. Importantly, it also establishes goals upon which our current and future public input processes should be based.

Upon initial review, several changes and minor updates were requested by the Planning Commission. Those changes have been completed and are indicated in highlighted text within the second draft of the document, attached.

Procedurally, the revised plan is now presented for a final recommendation of the Planning Commission to City Council. Based upon the recommendation of the planning Commission, City Council will then be asked to adopt the Public Participation Plan.

**MINUTES OF THE MEETING OF THE
MIDLAND CITY PLANNING COMMISSION
WHICH TOOK PLACE ON
TUESDAY, JULY 12, 2016, 7:00 P.M.,
COUNCIL CHAMBERS, CITY HALL, MIDLAND, MICHIGAN**

1. The meeting was called to order at 7:00 p.m. by Chairman McLaughlin
2. The Pledge of Allegiance was recited in unison by the members of the Commission and the other individuals present.

3. **Roll Call**

PRESENT: Bain, Hanna, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, and Tanzini

ABSENT: None

VACANCY: One

OTHERS PRESENT: Brad Kaye, Assistant City Manager for Development Services; Debbie Marquardt, Technical Secretary; Josh Fredrickson, Assistant City Engineer, Joe Sova, Utilities Director; and two (2) others.

4. **Election of Officers**

Kaye explained the process and requirements for the appointing of a chair and vice-chair for the 2016-17 session of the Planning Commission. The nominating committee, comprised of Bain, Heying, and Mayville, proposed the following nominations for Chairman and Vice-Chairman.

Heying nominated McLaughlin for Chairman and Hanna for Vice Chairman seconded by Mayville. Hearing no further recommendations, Kaye closed the call for nominations and called for a vote on the motion. Motion passed unanimously.

5. **Approval of Minutes**

Moved by Hanna and seconded by Bain to approve of the minutes of the regular meeting of June 28, 2016. Motion passed unanimously.

6. **Public Hearing**

a. **Capital Improvement Plan**

Mr. Kaye presented the final draft of the Capital Improvement Plan (CIP). It is a multi-year planning tool to identify current needs for the coming 6-year period. The CIP aids with implementation of the Master Plan. It is intended to be an ongoing document that is to be updated every year. It keeps the public informed, helps align capital investments with community priorities and it is requirement under the Michigan Planning Enabling Act. This document is intended to guide City Council with their budget process. Keep in mind that market conditions can change. Project locations themselves might change.

Josh Frederickson, Assistant City Engineer, stated that funding sources including MPO, Midland County Road mileage and gas tax. The county road mileage covers most of the street repairs. There are 86 miles of major streets and 150 miles of local streets.

Project selection timeline is in the fall of each year and they coordinate with other city departments, in October and they also send out petitions for new public infrastructure. Requests are received throughout the year based on current conditions of the streets.

Joe Sova, Utility Director, explained that the utilities department consists of drinking water, water improvements, wastewater, storm water, landfill, and renewable energy. He provided an overview of the operations of each division.

Hanna asked about the need for purchasing land for the landfill. Sova stated that they have a standing approach around the landfill so as properties become available they will purchase the properties for a buffer to any nearby residential and commercial uses. The space they have now is projected to be adequate for 40 to 50 or beyond years of fill. The landfill also has other means to add on if they need to.

In response to a question on staffing, Kaye stated that you do not see personnel costs in the CIP as these do not qualify as capital projects. Kaye also stated that they have a section on general infrastructure definitions. This is a catch all for projects that are unusual and may not happen on a year by year basis.

The Planning Commission was introduced to the concept of this plan awhile back and talked about the requirements of a Capital Improvement Plan. This is also a requirement in the Redevelopment Ready Program. These two departments, Engineering and Utilities, work closely to coordinate their departments. In the future, the project priorities process will begin in the late fall and involve the Planning Commission more extensively than it has this year. Individual and citizens will be allowed to identify areas to be looked at. The Engineering Department will look at them into January and make their recommendation. The Planning Commission will see what is coming forward and start to see the trends that are beginning to emerge. They will have an opportunity to see what should be considered or if they are going in the wrong direction. The project priority report will go to City Council along with the Capital Improvement Plan. Both documents will support the city budget process.

The plan in front of you has some minor changes needed, notably the description of project types on page 30 under General Infrastructure. Several typographic corrections have been identified and will also be corrected. Staff are now looking for final feedback, if any, prior to moving the CIP on to City Council.

Bain asked about updating the Planning Commission members list. Kaye explained that this was subsequent to distribution to the Planning Commission. Bain likes the Capital Improvement Plan and would like to see the expenditures and revenues correlated more closely to the projects. Kaye indicated this would be considered as subsequent updates are completed.

Fredrickson stated that Joe Mann Boulevard does show up on the CIP in the year 2021 and 2022. That was looked at for road ratings and traffic volumes. This will need to be revisited on a regular basis.

Heying asked about funding. When they talk about road construction and because of the mileage even at its best they are holding their own and not gaining. Is public input adequate? Frederickson explained that the Engineering Department gets letters and phone calls and review all of those in the fall. The Engineering Department also rates the roads every year.

Mayville asked if staff find this document useful? Frederickson stated it is nice to see it written down and you can follow along recognizing funding changes and funding list changes.

McLaughlin opened the public hearing. No public comments were received. The public hearing was closed.

A motion was made by Heying to waive the procedural requirements to permit consideration of the proposed CIP. The motion was seconded by Hanna. The motion was approved unanimously.

It was moved by Pnacek and supported by Hanna to recommend approval to City Council of the City of Midland Capital Improvement Plan 2016-2022

YEAS: Bain, Hanna, Heying, Koehlinger, Mayville, McLaughlin, Pnacek, and Tanzini.
 NAYS: None
 ABSENT: None
 VACANCY: One

7. Old Business

a. Bennett Property – Eastman/Monroe

Kaye showed the location of the property along Eastman Avenue. When previously discussed, the depth was 250 ft. It is showing now, per the applicant's sketch, at 3.20 acres.

Sheila Messler, Bennett Development, state that they were discussing this when they first annexed the property into the city. It has a very unique location next to city forest. They sold the parcel for the assisted living facility. They were hoping the front parcel could be commercial. The type of commercial use is smaller shops or sales offices but not necessarily a strip mall. They are looking at things that are compatible to the assisted living and the residential development in the back.

Pnacek feels this property should be commercial and be a buffer to Eastman Avenue. McLaughlin believes this would be spot zoning.

Hanna thinks that the uses for office service would be more compatible for the area. Tanzini can support commercial.

Following discussion, staff was directed to show a commercial designation of the Future land Use map, with the understanding that this would be discussed further as consensus on the appropriate land use designation does not yet exist among commission members.

b. Public Participation Plan

Kaye presented the Public Participation Plan with the changes as proposed after the last review. Once approved, this document would go to City Council for final adoption.

Moved by Pnacek and seconded by Hanna to approval the final Public Participation Plan with the highlighted corrections. Approved unanimously.

8. Public Comments (unrelated to items on the agenda)

None

9. New Business

None

10. Communications

Planning and Zoning News

11. Report of the Chairperson

None

12. Report of the Planning Director

No report since City Council has not met since the last meeting.

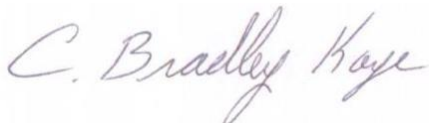
13. Items for Next Agenda – July 26, 2016

- a. Site Plan No. 352 – initiated by Daniel Smith, Telecad Wireless, on behalf of Skyway Towers for site plan review and approval for the construction of a wireless communication tower, located at 3600 and 4812 East Wheeler Road.
- b. Master Plan Review – Referral to City Council
- c. Zoning Ordinance Updates
- d. N. Saginaw Road – Access Management Policy Discussion

14. Adjourn

It was motioned by Pnacek seconded by Hanna to adjourn at 9:07 p.m. Motion passed unanimously.

Respectfully submitted,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE PLANNING COMMISSION

CITY OF MIDLAND PUBLIC PARTICIPATION PLAN

City of Midland
333 W. Ellsworth Street, Midland, Michigan
July 12, 2016

City of Midland Public Participation Plan for Development Projects



1. Purpose

The City of Midland Public Participation Plan is a guide to gathering public input during the planning and the development review and approval processes. The City of Midland is required by State laws, as well as City Ordinances and bylaws, to gather public input throughout the development process to ensure public involvement in all phases of the development process. This document shall serve as a guide for seeking and gathering public input, and to create a uniform understanding of all requirements and goals of the city in utilizing public opinion.

Beyond State requirements, the City of Midland will enable the public to participate in decision-making processes by providing clear information on the issues, the ways to participate and how the public's participation will contribute to the decisions made. In doing so, the city is committed to maintaining a safe environment that cultivates and supports respectful public engagement and will expect all participants to do the same.

All meetings of the city's boards and commissions will be made open to the public and as accessible as possible. When the gathering of broader public input is required, this guide will outline those procedures.

2. Public Participation Goals

The City of Midland's commitment to public participation is reflected in this plan. The City recognizes the importance of public input in all aspects of the development process. Additionally, the City recognizes that effectively utilizing public opinion requires efficient means of gathering and reviewing these opinions. Therefore, the City is dedicated not only to the gathering of public input, but also the regular review of the means used within this plan. The City will regularly seek new and more effective means of utilizing public input to ensure the system at hand is most beneficial to the public. With that in mind, the strategies and goals outlined herein do not preclude any new efforts which may be used in the future.

- ☐ *The City of Midland shall conduct all matters of public business in an open and accessible manner.*
- ☐ *The City of Midland shall seek public input in each phase of the planning and the development review and approval processes.*

- ❑ *The City of Midland shall encourage the involvement of residents most affected by any planning activity or application and shall make reasonable efforts to ensure continued participation throughout all stages of the review and approval processes.*
- ❑ *The City of Midland will seek input from a diverse group of stakeholders within the City.*
- ❑ *The City of Midland will strive to provide open, timely and transparent information to the public in relation to all planning and development processes.*
- ❑ *The City of Midland will provide and make known the results of public input whenever feasible.*

3. Key Stakeholders

As previously mentioned, the City of Midland is committed to welcoming the input of all pertinent stakeholders within the City. A different group of stakeholders may be addressed for any given project, depending on the location, size, scope, financial implications, community interest or any other pertinent factors of the proposed development. This list does not preclude any other current or future stakeholders.

- | | |
|-------------------------------|-------------------------------|
| ❖ Residents | ❖ Civic and Social Groups |
| ❖ City Council | ❖ Students and Student Groups |
| ❖ City Boards and Commissions | ❖ Environmental Groups |
| ❖ Local Business Owners | ❖ Dial-A-Ride |
| ❖ Neighborhood Associations | ❖ State Agencies |
| ❖ Midland School Districts | ❖ Potential Investors |
| ❖ Northwood University | ❖ Midland Tomorrow |
| ❖ Senior Citizens | ❖ Transportation Agencies |
| ❖ Midland County | ❖ Airport Authorities |
| ❖ Real Estate Professionals | ❖ Taxing Jurisdictions |
| ❖ Commercial Developers | ❖ Neighboring Communities |
| ❖ Local Employers | ❖ Resident Employees |
| ❖ Chamber of Commerce | ❖ Public Employees |
| ❖ Community Foundations | ❖ Other Relevant Stakeholders |

4. State and Local Regulations

The City of Midland is subject to a number of state and local regulations pertaining to public participation. All City of Midland boards and commissions follow the guidelines contained within the following acts:

- ❑ **The Michigan Open Meetings Act (PA 267 of 1976)**
- ❑ **The Michigan Planning Enabling Act (PA 33 of 2008)**
- ❑ **The Michigan Zoning Enabling Act (PA 110 of 2006)**
- ❑ **City Charter**
- ❑ **City Code of Ordinances**
- ❑ **Zoning Codes**
- ❑ **Brownfield Redevelopment Financing Act (PA 381 of 1996)**
- ❑ **Downtown Development Authority Act (PA 197 of 1975)**
- ❑ **Corridor Improvement Authority Act (PA 280 of 2005)**
- ❑ **Midland Municipal Planning Commission Rules of Procedure**
- ❑ **Other relevant local and State legislation.**

5. Review Bodies

The City of Midland provides numerous opportunities for residents, as well as the public at large, to present their opinion during the planning and development review and approval process. The City also welcomes and encourages feedback on development proposals, zoning and planning applications, development assistant programs, and any other pertinent topics. Below is a list of review bodies before which the public has opportunity to provide their input directly to City officials.

City Council

Midland City Council is the legislative body for the City and is responsible for the creation of policies and ordinances related to the development process. City Council is also responsible for final decisions on several development application related processes.

All meetings of the City Council are open to the public, and public hearings are frequently held at such meetings. Through both formal public meetings and more informal opportunities for public comment on agenda-related matters, the community at large is provided the opportunity to voice their opinion directly to City Council members.

Also provided for at every City Council meeting is the opportunity for public comment on matters not listed on the Council agenda. During this public comment period, interested persons are able to speak directly to City Council, raising any questions of items of concern. As appropriate, City staff take such comments under advisement for later report and reply.

Planning Commission

The Planning Commission is responsible for preparation and adoption of the City of Midland Master Plan that guides the physical development of the city. The Planning Commission is also the primary advisory commission to City Council on development related applications including zoning petitions, conditional use permits, site plans, subdivisions and condominiums, capital improvement plans, and other related land use proposals,

All meetings of the Planning Commission are open public meetings and public comment is provided for on each agenda. The meeting agenda and meeting packet are made available on the City's website in advance of every meeting.

It has been an ongoing practice of the City that the Planning Commission hold public hearings for all land use and development applications that come before them, even though public hearings are not required by State law for all such applications. Notice of such hearings is provided in accordance with the public hearing notification requirements of the Zoning Enabling Act, PA 110 of 2006. Such notice is provided at least 15 days in advance of the public hearing to the applicant, the property owner, all property owners within 300 feet of an affected property, and by publication in the Midland Daily News. The applicant and the City Council receive written notification of the Planning Commission's recommendation.

Other Boards and Commissions

All meetings of the City's various boards and commissions are open and accessible to the public. Public comments are taken during these meetings, allowing stakeholders in the City of Midland to voice their opinions and recommendations.

Beyond the City Council and City Planning Commission, public hearings may be held at various boards and commissions in regards to specific planning and development proposals. At these times residents may express their opinions and comments on developments slated for the City, as well as ask questions concerning the development request. Boards and commissions most likely to consider such requests are:

- Center City Authority
- Downtown Development Authority
- Parks & Recreation Commission
- West Main Street Historic District Commission
- Zoning Board of Appeals

6. Development Project Review

The City shall follow, at a minimum, the provisions of the local and State regulations, including those listed in this Plan, to review development projects related to planning and zoning applications, permits, and business assistance. This applies to the review process for site plans and conditional use permits, rezoning and variance request applications, brownfield or downtown redevelopment assistance, personal property tax exemptions, and industrial facilities exemptions. In such circumstances, the City Council and its boards and commissions will hold public hearings, noticed in accordance with State legislation, and allow for public comment on the proposed development project during its regular meetings. Depending on the nature of the project, the community's interest, and the community's financial involvement, additional methods of engagement may be used to gather community feedback.

Site Plan Reviews

The submittal, review and approval of detailed site plans are required for most developments that take place within the City of Midland. In many cases, those site plans are reviewed by the Planning Commission and a public hearing is held before a recommendation is made to City Council. This public hearing is noticed both in the local newspaper as well as by direct mail to all property owners within 300 ft of the land proposed for development. This public hearing is when many members of the community first hear of the proposed development.

Unlike many of the other city processes, site plan applications may only be reviewed to determine if they comply with the established standards of the City of Midland Zoning Ordinance. The public hearing process allows for public input but the information received may only be used to determine ordinance compliance. While this can cause both confusion and frustration on the part of the public, the city is required to comply with state law as set out in the State of Michigan Zoning Enabling Act. If and when a proposed site plan can show full compliance with the City of Midland Zoning Ordinance, approval must be given.

7. Other Opportunities for Engagement

There may be times that the City of Midland sees fit to gather public input outside of the instances mentioned above. While the previous methods of public participation can be viewed as "reactive" public participation, these methods can be viewed as "proactive." Instead of gathering public input as it comes in, these events are times the City will actively seek public input.

Adoption of or Changes to the Master Plan

Periodically, the City of Midland will find it fitting to review and update the Master Plan. At these times, the City may take any of the outreach activities mentioned in this guide, or any other method not mentioned, which is deemed fit for the occasion. Depending on the scope of the change to the Master Plan, relatively small or relatively large outreach may be pursued, as decided by City officials.

Unless City Council asserts its authority to adopt the Master Plan or any amendment thereto, the master plan is ultimately adopted by the Planning Commission. In preparing a new master plan or master plan update, the City shall, at a minimum, follow the public notification provisions of the Michigan Planning Enabling Act, PA 33 of 2008.

[Adoption of or Changes to the Zoning Ordinance](#)

As local and state conditions and practices evolve, changes to the City of Midland Zoning Ordinance will become necessary. Making these changes requires legislative action from City Council. At these times, the public is welcome to voice their opinions on prospective changes to City representatives. The scope of the public outreach may be varied, depending on the scope of the ordinance changes, when broader community concerns are involved or broader public impact can reasonably be expected. The City may decide to implement one or more of the methods outlined in this plan, as well as any other methods deemed fit, including options not specifically mentioned in this plan.

In preparing a new zoning ordinance or any amendment to the zoning ordinance, the City shall, at a minimum, follow the public notification provisions of the Michigan Zoning Enabling Act, PA 110 of 2006.

[Development Application Review of Projects with Broad Community Interest](#)

The City of Midland recognizes that at times development applications will involve matters of broad community interest or result in a need for heightened public involvement. At these times, the City may decide to engage the public through more intensive means than those used during the typical review process. The City may decide to implement one or more of the methods outlined in this plan, as well as any other methods deemed fit, including options not specifically mentioned in this plan.

[E-CityHall](#)

E-CityHall is an online forum for civic engagement where interested persons can learn about and participate in current city happenings. Read what others are saying about important Midland topics, then post your own statement. Input provided via this forum will be read by City officials and will then be incorporated them into the decision process.

When you post your first statement, you will be asked for your name and home address. This confidential information is only used to identify statements from residents in and near Midland - so that users know which statements are from local residents.

E-CityHall is available directly from the City of Midland website but is run by [Peak Democracy](#), a non-partisan company whose mission is to broaden civic engagement and build public trust in government. They will keep your information confidential per their strict [privacy agreement](#).

8. Public Comments

The City of Midland provides opportunity for public comment on every City Council, board and commission agenda under a Public Comment section of each such agenda. The participation of every interested party who provides comment or questions to any of these public bodies is recorded in the meeting minutes.

9. Methods of Advertising Community Participation

The City of Midland recognizes that to properly utilize public input, it is necessary at times to communicate the results of these efforts back to the public. These efforts increase transparency and allow the City to gain a more clear understanding of public opinion.

Methods of Communication

The City of Midland will continue to utilize multiple avenues of communications to present and make information easily available to the public. These methods of communication will include, but are not limited to, the following:

- Local Cable Access Television
- City Website Updates
- Newspaper Postings
- Flyer Postings in City Hall and the City Library
- Social Media
- Press Releases and other communications to local media outlets
- Mailings and Email
- Community Newsletters
- Other Methods Deemed Appropriate

10. Additional Outreach Activities

The City of Midland recognizes that certain times may arise when the typical avenues of public participation will not be able to fully evaluate the scope and depth of public opinion. These times could include large scale development, controversial applications, changes to the City zoning ordinance or code of ordinance, or changes to the City's Master Plan. The City shall review and communicate the results of the following activities whenever feasible:

One-on-One Interviews

The City may hold interview with various stakeholders to get specific information on a topic. In general, the information collected during interviews will be kept confidential unless requested otherwise. The information may be compiled and analyzed together with other information collected from stakeholders on a specific topic.

Focus Groups

The City may conduct focus groups for gathering the community's opinion on specific issues, developmental proposals, development sites of major importance, or the community vision, as needed. A variety of groups may be invited to attend the focus groups depending on the location and nature of the development site or project, including Council members, affected neighborhood associations, community members, business leaders, students, board and commission members. The City will choose sites that are accessible and barrier-free to accommodate all persons. The minutes from the focus groups or community workshops may be shared with participants (that chose to share their contact information) and the community. The results of these meetings will be included in any report or plan generated based on the community feedback collected during these meetings.

Workshops

The City may engage the community through workshops. This tool may most often be used for specific development projects that involve significant changes to the urban form and require public input on the design layout. The City may encourage developers to hold workshops for specific proposed projects with significant community interest.

Steering Committees

For any project deemed necessary or appropriate, the City may organize steering committees consisting of residents, business owners, board and commission members, and other stakeholders. Members may be selected based on their expertise, interest and background as they relate to the focus of the individual steering committee. This structure will allow for focused discussion related to a specific topic (e.g., economic development). Meetings will be open to the public, and a synopsis of the meeting may be posted online. The results of the meetings and discussions of the steering committees will be incorporated into the plan generated based on the information collected during these meetings.

Surveys

The City may employ surveys, whenever beneficial and feasible, to identify key citizen concerns. These surveys provide valuable direction specifically as it relates to the City's Comprehensive Plan or planning documents. The City may design and implement, through a third party partner or City staff, surveys to gather the community's opinion with regard to specific topics (e.g., general City services, housing needs, amenities, the downtown). The surveys may be distributed through various methods of delivery to ensure the broadest reach, based on the nature of the target group (e.g., mail, e-mail, website access, copies available at City facilities). The responsible party will compile the survey results following the closing of the survey. The survey results may be posted online, published in the City's newsletter, and communicated to the City council, residents, survey participants, investors, developers, and other stakeholders.

11. Accessibility and Availability of Information

The City of Midland recognizes that all information and public events must be as accessible to all members of the public as possible to gather a broad and representative body of public input. The City of Midland therefore strives to foster an environment of accessibility and, towards this goal, maintains several practices as follows:

Meeting Locations and Accessibility

Most meetings of public bodies are held on the first floor of City Hall. City Hall is a centrally located facility that is barrier-free and accessible to the entire community. Meetings may also take place at other locations, including the Grace A Dow Memorial Library, which are barrier-free and accessible.

Hearing Impaired Assistance

A hearing impaired system is installed in the City Council Chambers at City Hall where most boards and commissions meet. Headset units for this system are available at the staff table in the council chambers. Additionally, with 72 hours advance notification, the City Clerk's office will provide sign language interpreting services.

Live Streaming Video

City meetings are streamed "live" for remote viewing on 4 Charter Communications cable access channels, AT&T U-verse and via the City website. Live streams can only be viewed at the time a meeting is held. Access to these streaming services can be found as follows:

Charter Communications

- Channel 188 - MGTV, the government access channel
- Channel 189 - MCTV, messages
- Channel 190 - MPS-TV, the Midland Public Schools channel
- Channel 191 – MCTV, Community Voices, the public access channel

AT&T U-Verse

- Channel 99: Local Government Education and Public Access application. Select Midland Community Television in the menu. A listing of Midland's 4 community access channels is provided.

City Website

- www.cityofmidlandmi.gov located under the On-demand Video link

In addition, the MGTV-188 message board is streamed live 24/7 except when meetings or special programming is being aired.

All meetings of City Council, as well as all meetings of nine boards and commissions, are live streamed. Televised boards and commissions include the following:

- Aviation Advisory Commission
- Cable Access Advisory Commission

- Center City Authority
- Downtown Development Authority
- Library Board
- Parks & Recreation Commission
- Planning Commission
- West Main Street Historic District Commission
- Zoning Board of Appeals

On-Demand Video Services

All live streamed City meetings are also recorded and archived for future on-demand viewing. Links to many past City meetings from 2005 to the present can be found on the On-demand video page on the City website.

Meeting Minutes

Minutes of all public meetings are maintained by city staff and are made available to the public online after each meeting. Minutes may also be obtained by contacting City Hall.

12. Contact Information

The following contact information should be utilized for questions on the public participation process for each identified Council or Commission.

Council or Commission	Contact Department	Phone #
City Council	Clerk	989-837-3310
Aviation Advisory Commission	Engineering	989-837-3348
Cable Access Advisory Commission	MCTV	989-837-3474
Center City Authority	Clerk	989-837-3310
Downtown Development Authority	Clerk	989-837-3310
Library Board	Library	989-837-3430
Parks and Recreation Commission	Public Services	989-837-6900
Planning Commission	Planning	989-837-3374
West Main Street Historic District Commission	Planning	989-837-3374
Zoning Board of Appeals	Planning	989-837-3374

Backup material for agenda item:

5. Accepting the gift of a pavilion in Central Park. MURPHY

SUMMARY REPORT TO MANAGER
For City Council Meeting of July 25, 2016

SUBJECT: Central Park pavilion donation

INITIATED BY: Department of Public Services

RESOLUTION SUMMARY: This resolution accepts the gift of a pavilion at Central Park.

ITEMS ATTACHED:

1. Letter of Transmittal
2. Resolution

CITY COUNCIL ACTION:

3/5 vote required to approve resolution

Karen Murphy
Director of Public Services



July 19, 2016

Jon Lynch
City Manager
Midland, Michigan

RE: Accepting a donation of a pavilion at Central Park

Over the past year, the City has been working in partnership with the Midland Morning Rotary Club on improvements to the playground area at Central Park, including installation of a paved, accessible walking path and expansion of the play area to include 4 new pieces of play equipment. As part of the original project proposal, the City set aside \$15,000 in the parks budget to install a small park pavilion to provide shade and a couple of picnic tables near the play area.

Given that both the band shell and the Kings Daughters Home are Alden B. Dow designed structures, I shared the proposed pavilion idea with Craig McDonald of the Alden B. Dow Home and Studio. Mr. McDonald shared the City's desire to construct a small pavilion with the trustees of the Alden and Vada Dow Family Foundation, and they expressed a desire to have the pavilion designed in the mid-century modern architectural style.

After consulting with City staff, Mr. McDonald solicited designs from several mid-century modern architects and the foundation trustees selected one in particular that they feel fits best with Midland's mid-century modern design heritage. Mr. McDonald is currently working with the Three Rivers Corporation on final construction designs for the pavilion, and has received funding commitments in support of the project as follows:

\$58,400 from the Alden and Vada Dow Family Foundation
\$45,000 from the Rollin M. Gerstacker Foundation
\$10,000 from the Charles J. Strosacker Foundation

Total project budget: \$113,400

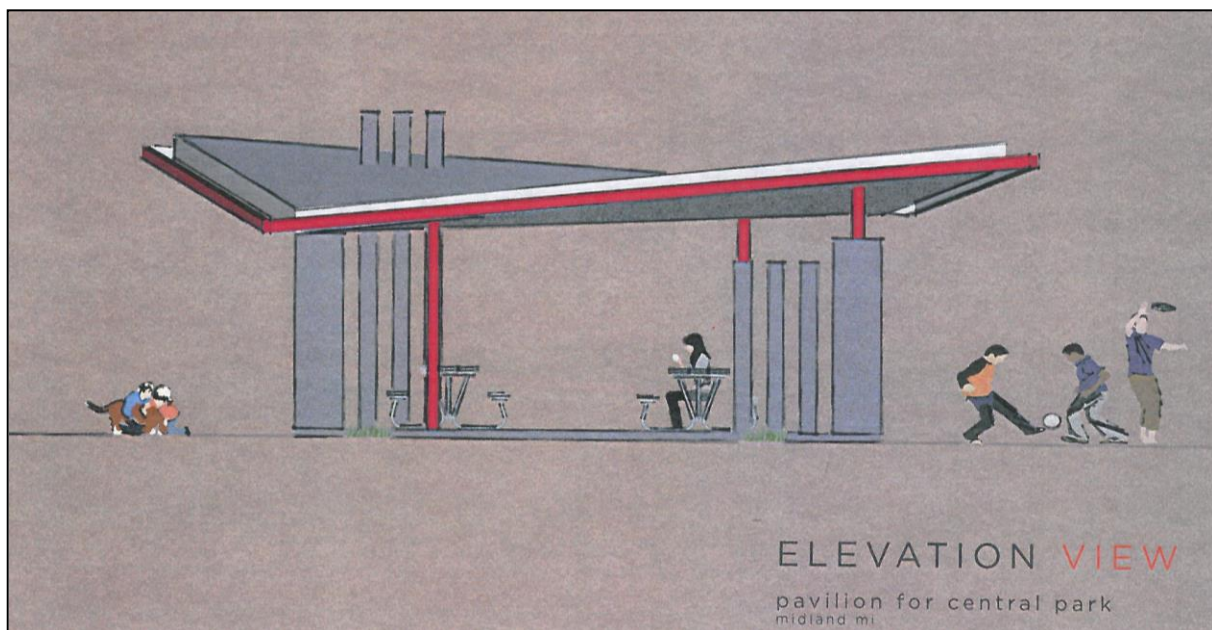
The funds are being held at the Midland Area Community Foundation (MACF) and will be managed by Mr. McDonald throughout the course of the project. The pavilion will be constructed by Three Rivers Corporation, with the pavilion donated as a completed project to the City this fall. Any funds remaining from the project will be rolled into the existing maintenance fund at MACF for the Central Park band shell and pavilion. The City will then use the \$15,000 in the parks budget that was previously set aside for a pavilion to install two picnic tables in the completed pavilion and to add new landscaping in the area.

Jon Lynch
July 19, 2016
Page Two

The pavilion would be available for drop-in use and due to the small footprint, would not be included in the City's park pavilion reservation program. The attached resolution accepts the pavilion as a wonderful addition to Central Park that will complement the existing mid-century modern designed buildings on either side of the park. Once accepted by Council, parks staff will work with Mr. McDonald as needed to coordinate the construction of the pavilion in the park.

Respectfully,

Karen Murphy
Director of Public Services



Conceptual Drawing of proposed Central Park pavilion

BY COUNCILMAN

WHEREAS, the City of Midland has been working in partnership with community organizations over the past year on improvements to Central Park; and

WHEREAS, the City is being offered a very generous donation of a new park pavilion to augment said improvements that will be funded by the Alden and Vada Dow Family Foundation, the Rollin M. Gerstacker Foundation and the Charles J. Strosacker Foundation; now therefore

RESOLVED, that the City hereby accepts the donation of the pavilion to be constructed in Central Park.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yeas vote of all the Councilmen present at a regular meeting of the City Council held Monday, July 25, 2016.

Selina Tisdale, City Clerk

Backup material for agenda item:

6. * Brush Chipper - Public Services. MURPHY

SUMMARY REPORT TO MANAGER
For City Council Meeting of July 25, 2016

SUBJECT: Purchase of brush chipper

INITIATED BY: Department of Public Services

RESOLUTION SUMMARY: This resolution authorizes a purchase order in the amount of \$50,467.50 to Morbark Direct Sales of Winn, Michigan, for the purchase of a brush chipper based on bids from the NJPA Contract #042815-MBI.

ITEMS ATTACHED:

1. Transmittal letter to City Manager
2. Resolution

CITY COUNCIL ACTION:

1. 3/5 vote required to approve resolution

Karen Murphy
Director of Public Services



July 20, 2016

Jon Lynch
City Manager
Midland, Michigan

RE: Purchase of brush chipper for the Forestry Department

The National Joint Powers Alliance (NJPA) solicits construction equipment bids on a multi-year basis for the purpose of federal and state purchases. Vendors nation-wide, including local vendors, are eligible to submit bids through this program. Staff experience has shown that the bid prices from the NJPA are lower than what could be solicited locally, and the City of Midland is authorized to make purchases from NJPA contracts.

Each year, the Fleet Manager, along with the Vehicle Maintenance Supervisor, re-evaluates the condition, mileage and maintenance cost of all equipment in the fleet to determine whether it is cost-effective to keep the equipment in the fleet for an additional period of time or whether it needs to be replaced. A brush chipper is budgeted for replacement in the FY 2016-17 Equipment Revolving Fund. The NJPA's selected vendor and bid price for this unit are as follows:

Qty	Vehicle Type	Vendor	Unit Cost
1	Morbark Beaver M15R	Morbark Direct Sales of Winn, Michigan	\$50,467.50

There are sufficient funds budgeted in the Capital Outlay - Equipment account of the FY 2016-17 Equipment Revolving Fund to cover the purchase of the brush chipper. The unit being replaced by the new chipper will be sold via on-line auction.

We recommend that the Senior Procurement Accountant be authorized to issue a purchase order to the NJPA's selected vendor, Morbark Direct Sales of Winn, Michigan in the amount of \$50,467.50, for the purchase of the mentioned brush chipper.

Respectfully submitted,

Karen Murphy
Director of Public Services

Tiffany Jurgess
Senior Procurement Accountant



Department of Public Services ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6900 ♦ 989.835.5651 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, bids for construction equipment are solicited by the National Joint Power Alliance (NJPA) and the City of Midland is authorized to make purchases from this program; and

WHEREAS, sufficient funding for the purchase of a brush chipper is included in the FY 2016-17 Equipment Revolving Fund for Capital Outlay - Equipment as a replacement for existing equipment; now therefore

RESOLVED, that the Senior Procurement Accountant is authorized to issue a purchase order to the NJPA's selected vendor, Morbark Direct Sales of Winn, Michigan, in the amount of \$50,467.50, for the purchase of the mentioned brush chipper, all in accordance with the NJPA proposal and specifications.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, July 25, 2016.

Selina Tisdale, City Clerk

Backup material for agenda item:

7. * 2016-17 Budget Amendment to the Housing Fund for the Building Trades Project (8/15). KAYE

**SUMMARY REPORT TO CITY MANAGER
For City Council Meeting of 7-25-16**

SUBJECT: 2016-17 Building Trades Budget Amendment

SUMMARY: THIS RESOLUTION WILL SET AUGUST 15, 2016, AS THE DATE FOR A PUBLIC HEARING ON THE PROPOSED BUDGET AMENDMENT TO THE HOUSING FUND FOR THE 2016-17 BUILDING TRADES PROJECT.

ITEMS ATTACHED:

1. Letter to City Manager
2. Resolution to set City Council public hearing

CITY COUNCIL ACTION:

1. Public hearing is required. Date: August 15, 2016.
2. 3/5 vote required to approve resolution.

A handwritten signature in blue ink that reads "C. Bradley Kaye". The signature is written in a cursive, flowing style.

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

7-20-16



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

July 20, 2016

Jon Lynch, City Manager
City Hall - 333 West Ellsworth Street
Midland, Michigan 48640

Dear Mr. Lynch:

During the preparation and adoption of the 2016/17 Housing Fund Budget, no partner had been identified for the Building Trades program. As such, city staff budgeted and were planning to construct a home on city-owned property, as previously done in FY 2014/15. Per past practice, a modest home is built under such circumstances and the construction budget was set accordingly at \$175,000.00.

Since City Council approval of the budget, the Reece Endeavor of Midland has decided to proceed with another build on property located at 406/408 Eastlawn Drive. As with our two previous builds with this organization, a zero-step designed two-family residence is proposed. The anticipated cost of construction will be \$250,000.00, thus exceeding the amount budgeted in the Housing Fund. A budget amendment is therefore required to provide adequate funds for this construction project and allow the city to enter into a construction contract with the Reece Endeavor and our other Building Trades Program partner, being the Midland Public Schools.

Amending a budget requires a public hearing and City Council involvement at two separate meetings: the first meeting to set the public hearing, and the second to hold the public hearing and to act on the proposal. The attached resolution for City Council's consideration will schedule August 15, 2016, as the date to hold the public hearing on this budget amendment proposal.

Respectfully,

C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

CBK/grm



City Hall ♦ 333 West Ellsworth Street ♦ Midland, Michigan 48640-5132 ♦ 989.837.3300 ♦ 989.835.2717 Fax ♦ www.cityofmidlandmi.gov

BY COUNCILMAN

WHEREAS, the City of Midland and the Reece Endeavor of Midland have agreed in principle to construct a zero-step two-family dwelling in collaboration with the Midland Public Schools on property owned by the Reece Endeavor of Midland and located at 406/408 Eastlawn Drive; and

WHEREAS, it is expected that the City will have total costs up to \$250,000 towards construction of this house which will be reimbursed by the buyer in full upon completion of the project, per the contents of the Housing Construction Agreement; and

WHEREAS, the FY 2016-17 Housing Fund budget does not currently include revenues or expenditures of this amount related to this project and it is therefore necessary to amend the FY 2016-17 Housing Fund budget; now therefore

RESOLVED, that in accord with Section 11.6 of the Charter of the City of Midland, a public hearing will be held at 7:00 p.m. on August 15, 2016, in the City Council Chambers of City Hall, Midland, Michigan, for the purpose of receiving public input on the proposed budget amendment to the FY 2016-17 Housing Fund; and

RESOLVED FURTHER, that the City Clerk is hereby directed to give notice of this public hearing as provided in Section 5.11 of the Charter of the City of Midland.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, July 25, 2016.

Selina Tisdale, City Clerk